

SUPER SYSTEM UPDATE

The *genesis* Project team continues to develop and implement the new State Unemployment Program E-government Resource (SUPER) system. The SUPER system is being released in five phases. The first three phases of the SUPER system have been released with little effect on how the employer community interacts with the UI Program. We are in the process of completing phase number four, the Tax release, which will have an impact on the way that employers do business with us.

As mentioned in previous issues of the *UI Quarterly News*, the format of your UI employer account number will change and will be referred to as your unemployment identification number (UID). The UID will be issued to employers at a later date. More information regarding the UID will be provided to you when it is available.

Changes are also being made to the tax-and-wage report for more efficient and accurate processing. The new tax-and-wage report includes a perforated coupon to be mailed with the payment.

When the new tax-and-wage reports are implemented, the employer will be required to use the forms provided by the UI Program. Because of the potential difficulty this creates for some employers, alternative methods of filing tax-and-wage reports are being explored. Employers are advised to continue filing tax-and-wage reports as usual until notified to file in a different manner.

To make the reporting of wages easier, we encourage you to file wage and tax reports online by clicking on the **File-Online** link on the Colorado Department of Labor and Employment (CDLE) Web site at www.coloradoworkforce.com. Tax-and-wage data is immediately uploaded to your account. If the previous report was filed online, the Web site “remembers” the

workers you have listed from one quarter to the next. Calculations are automated, reducing the risk of errors in reporting. The online wage reports currently allow entry of wage information for up to 100 employees. Eventually, wage information for an unlimited number of employees will be possible.

REMINDERS

Do We Have Your Current Address? Over the next several months, we will be mailing you important account information. This information will include your new personal identification number, which will be required to perform maintenance functions on your account through our Web site, www.coloradoworkforce.com/UIT/. Please be certain that we have a current address on record so that you receive this valuable information.

2004 TAX-RATE NOTICES

Form UITR-7, Notice of Employer’s Tax Rate, was mailed to employers in early December. A new tax-rate schedule and the solvency tax surcharge will be in effect for calendar year 2004. Tax rates for calendar year 2004 are increasing, due to lower Unemployment Insurance Trust Fund levels. Please review your tax-rate notice carefully. The 2004 combined-tax rates will include the base rate, solvency tax surcharge, and surcharge tax.

The UITR-80, Notice of Solvency Tax Surcharge, was mailed to employers in September. To obtain additional information regarding the solvency tax surcharge, visit the Tax Web page at www.coloradoworkforce.com/UIT/.



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Happy Holidays

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Unemployment Insurance Operations
P.O. Box 8789, Denver, CO 80201-8789
303-318-9100 (Denver-metro area)
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ELECTRONIC FUNDS TRANSFER

Electronic Funds Transfer (EFT) is an exciting new feature coming to the Colorado Department of Labor and Employment (CDLE) Web site in 2004. Employers filing quarterly tax-and-wage reports online at www.coloradoworkforce.com will have the opportunity to pay Unemployment Insurance (UI) taxes via an EFT payment.

An EFT authorizes the transfer of funds from your bank account to another bank account. In this case, employers will have the option of transferring funds to the state's UI bank account, with application of the funds to the proper UI tax account. EFT is handled through the Automated Clearing House System, a nationwide network that electronically transfers funds.

The EFT option provides a secure and reliable method to pay UI taxes. It is an easy and convenient option that eliminates the need for checks, envelopes, and postage stamps. EFT reduces the bank-processing fees associated with checks and improves the UI Program's ability to timely process payment information.

CDLE will not have access to your bank account for any other purpose. The use of access codes and passwords will help to ensure that only you can authorize the transfer of funds from your bank account to CDLE and that the funds are applied to the proper tax account.

An implementation date for EFT has not yet been established. More information regarding EFT will be provided closer to when this feature becomes available.

EXPLANATION OF THE EMPLOYER IVR SYSTEM

An automated interactive-voice-response (IVR) system is now available for employer use. To connect with the IVR, call 303-318-9100 (Denver-metro area) or 1-800-480-8299 (outside Denver-metro area). Employers can now call and inquire about their UI account or a UI claim filed by an employee. NOTE: The Employer menu is available between 8:00 a.m. and 5:00 p.m. Monday through Friday, except for legally observed holidays. When using the IVR system, be sure to have your UI employer account number and/or employee social security number(s), as these are necessary for some transactions. Before connecting to the **Main** menu, you must press or speak "2" for English or "3" for Spanish. Once you have reached the IVR system **Main** menu, press or speak "3" to access the **Employer** menu where the following options are available:

- Option 1 – For general employer information, to verify addresses, wages reported, tax rates, account balances, or to register your business, press or speak "1."
- Option 2 – For information on agriculture, domestic, non profit, leasing or seasonal status; or change of address, press or speak "2."
- Option 3 – For information on the status of liens, levies, short checks, installment payment plans, or bankruptcies, press or speak "3."
- Option 4 – For information on redetermination issues, press or speak "4."
- Option 5 – For information on employee claim issues or charges to your account, press or speak "5."
- Option 6 – For audit information, press or speak "6."



WE ARE UNDER CONSTRUCTION

Our office located at 251 East 12th Avenue in Denver will be under construction beginning November 2003. If you are planning to attend an Appeals hearing at this location, please keep in mind that parking will be limited. We expect construction to be complete in the first quarter of 2005. Thank you for your patience during our construction.

CONTACT US

To contact us, call 303-318-9100 (Denver-metro area) or 1-800-480-8299 (outside Denver-metro area). For tax questions and issues related specifically to your account, send e-mail inquiries to unemp.tax@state.co.us.

Direct questions and comments related to the *genesis* Project and the SUPER system to uiemployerinquiry@state.co.us.

For questions relating to the *Colorado Employment Security Act* or the *Regulations Concerning Employment Security*, please send e-mails to uistaffservices@state.co.us.

