

Winter 2014

Employer NEWSLETTER

Colorado Department of Labor and Employment

Welcome

to the Colorado Department of Labor and Employment's new Employer Newsletter. Each quarter, we will be sharing with you news and updates from the Department that impact your business - from regulatory changes to new services that make it easier to do business with us!



COLORADO
DEPARTMENT OF
LABOR AND EMPLOYMENT



Division of Unemployment Insurance

The UI Division provides temporary and partial wage replacement to workers who have become unemployed through no fault of their own. The Division is funded by employer-paid premiums and provides benefits to those who meet the eligibility requirements of the Colorado Employment Security Act.

Phone: 303-318-9100 or 1-800-480-8299 | Website: www.coloradoui.gov | Email: cdle_ui_employer_services@state.co.us

Job-Separation Request Tips

Your information is important to us! In order to make a fair decision on an unemployment insurance claim, we want to hear your side of the story.

The State Information Data Exchange System (SIDES)

E-response is an online tool that allows you to respond to job separations efficiently, accurately, and securely instead of sending paper requests and responses.

Now, you can provide a quick and efficient resolution to separation issues online and attach additional

documentation to job-separation responses. With the online system, you will receive a date-stamped confirmation, avoiding the cost of unnecessary hearings. In addition, you will also be helping to reduce

improper payments through a streamlined fact-finding process.

NOTE: Once you register for SIDES, you will no longer receive job-separation requests by mail.

If you choose to continue using

paper Form UIB-290, Request for Facts About a Former Employee's Employment, please write legibly and include specific information so we can make sure we understand you correctly.

If you run out of room on the form, include attachments identifying the former employee. Do not forget to include your telephone number and email address. You can avoid legibility issues by responding to the job separation requests online. **To sign up visit:** www.coloradoui.gov/jobseparations

“Time Invested Produces Savings”

Help Us Reduce Inefficiencies

Please be sure that Form UITR-1, Your Quarterly Report of Wages Paid and Premiums Owed, is sent to us only once. If you use a service provider to prepare and send the report on your behalf, please do not also send us a copy. We request your assistance to help reduce the adjustments required to remove the duplicate report.

Unemployment Insurance Rates

Unemployment benefits are funded through premiums you pay. Each year, we determine premium rates for you based on a number of factors, including the amount of premiums already paid and unemployment benefit payments made to former employees. You are required to pay premiums through a quarterly report process for each employee's chargeable wages. For 2014 the chargeable wages for nongroup, premium-rated employers is \$11,700.

Your 2014 rate and the chargeable wages were reflected on Form UITR-7, Your Unemployment Insurance Rate Notice, which was mailed in November 2013. Please use the 2014 rate when calculating premiums for the first quarter of 2014.

Division of Labor

The Division of Labor administers laws and regulations governing wages, minimum wage, working conditions, youth employment, and certain union issues and grievances.

Phone: 303-318-8441 | Website: www.coloradolaborlaw.gov | Email: cdle_labor_standards@state.co.us

Employment Verification Law Audits

All public and private employers in Colorado must comply with the requirements of the Colorado Employment Verification Law, Colorado Revised Statutes 8-2-122.

This law is in addition to federal Form I-9 requirements and applies to all Colorado employees hired on or after January 1, 2007.

There are two main components to the law: (1) an affirmation requirement, and (2) a requirement to make and retain copies of employee identity and employment eligibility documentation. The Division conducts audits of employers to determine compliance with the law. Employers who are not meeting the requirements of the law may be subject to fines up to \$5,000 for the first offense, and up to \$25,000 for second and subsequent offenses per employee.

Contracts for Services with Public Entities Reminder

Contractors who enter into or renew a public contract for services with Colorado state agencies or political subdivisions must participate in either the federal E-Verify program or the Department Program.

The Colorado Division of Labor may conduct audits of contractors to determine compliance with the law. Violations of the law may result in contract termination and liability for actual and consequential damages.

Two New Workplace Laws Take Effect

The Colorado Employment Opportunity Act restricts the use of consumer credit information by employers in Colorado. The law applies to Colorado employers on and after July 1, 2013. The Social Media and the Workplace Law provides that an employer may not access an employee's or applicant's personal social media accounts. The law applies to Colorado employers on or after May 11, 2013.



Division of Workers' Compensation

The Division of Workers' Compensation administers Colorado's Workers' Compensation program and provides a variety of services to ensure that the Workers' Compensation system functions as needed in Colorado. By law, all cases involving lost work time of more than three days and/or cases with permanent disability and fatalities must be reported to the Division. Phone: 303-318-8700 or 1-888-390-7936 | Email: cdle_workers_compensation@state.co.us

Division of Workers' Compensation to Host 2014 Conference

The 2014 Colorado Workers' Compensation Educational Conference will be hosted July 24 and 25, in cooperation with the International Workers' Compensation Foundation at the DoubleTree by Hilton in Colorado Springs. For information on the conference, including exhibit and sponsorship opportunities contact the International Workers' Compensation Foundation Email: iwcf@bell-south.net or JoAnne Ibarra at 303-318-8790

Online Service Makes Payments Easier

The Division of Workers' Compensation now has an online surcharge calculator and payment engine available for workers' compensation insurers and self-insured employers to calculate their surcharge, file required reports and pay or claim a zero payment due. Online payments receive immediate confirmation of payment to ensure timely receipt and proof of compliance while reducing the potential for errors versus mailed checks.

Division of Employment and Training

The Division of Employment and Training administers services which provide employment and training to support the state's workforce, including overseeing a network of more than 30 workforce centers across Colorado. Employer services through the state's workforce centers include hiring and recruiting assistance and customized training solutions. Website: www.colorado.gov/cdle/wfc



HIRE A TEEN & help build tomorrow's workforce

Hire a teen, help build tomorrow's workforce

Now in its 34th year, the Governor's Summer Job Hunt is the oldest and most successful job preparation program in Colorado. Last year, it provided more than 42,000 high school and college students with an introduction to the working world. Companies like Safeway, King Soopers, Woodley's Fine Furniture and Starbucks are just a few of the employers that have successfully hired teen workers and given them a great start. Can you help a young person build his or her future? Your local Workforce Center can connect you with a teen this summer. Find your nearest workforce center at www.colorado.gov/cdle/wfc.

Division of Oil and Public Safety

The Division of Oil and Public Safety has eight programs which administer laws and regulations aimed at ensuring public health, safety and consumer protection. Phone: 303-318-8500 | www.colorado.gov/cdle/ops



New Retail Natural Gas Regulations Take Effect

Effective January 31, 2014, the Colorado Retail Natural Gas Regulations are scheduled to take effect, with enforcement beginning on July 1, 2014. These regulations govern the design, construction, location, installation and operation of retail natural gas fueling facilities. Highlights of the regulations include required standards to ensure consistent methods of sale and dispenser labeling requirements and accident reporting requirements. Questions about the Colorado Retail Natural Gas Regulations should be directed to the Division of Oil and Public Safety. Contact Scott Simmons at 303-378-1103 or scott.simmons@state.co.us.

Colorado Flood Recovery Jobs Program to help rebuild flood-impacted communities

The Colorado Department of Labor and Employment and workforce centers in nine counties are seeking workers and potential work sites for the Colorado Flood Recovery Jobs Program, a rebuilding and recovery program made possible through a federal grant. People and worksites in Boulder, Clear Creek, El Paso, Jefferson, Larimer, Logan, Morgan, Washington and Weld counties may be eligible for this new program, designed to create temporary jobs while helping flood-impacted counties rebuild. Work will be performed on nonprofit or government properties and projects including cities, counties, departments of public works and state/city parks. The program will hire about 230 temporary workers to address cleanup and recovery issues in the nine counties designated by the Federal Emergency Management Administration (FEMA) to receive public assistance. Residency in county of worksite is not required for application. To find out more, contact your local workforce center at www.colorado.gov/cdle/wfc.