

INFO LINK

Your link to information regarding North Dakota Unemployment Insurance

June 2004



Unemployment Insurance
Business Services Section
P.O. Box 5507
Bismarck, N.D. 58506-5507

Phone: 701-328-2814
Toll-free: 800-472-2952
Fax: 701-328-1882
Website: jobsnd.com
E-mail: jsuits@state.nd.us

***Employer's
Contribution and
Wage Reports for
the quarter ending
June 30, 2004, are
due and must be
submitted by
July 31, 2004***

Your Opinions Matter

Your opinion counts!
Please let us know
your opinions on the
quarterly InfoLink
Newsletter, and let us
know what articles
you want to see in
the future.

Unemployment Insurance Area is Developing Online Services for Employers and Claimants

Job Service North Dakota (JSND) Unemployment Insurance area is in the design phase of development of two new interactive Internet systems: Employer Account, and Online Claims Filing systems. Job Service and North Dakota Information Technology Department staff just recently completed the analysis phase of these projects, which began in February, 2004. Design and development should be completed in November, 2004, with implementation early in 2005. These projects were made possible by grants awarded to Job Service North Dakota from the United States Department of Labor.

Successful implementation of these two projects will have significant impacts on employers, claimants, and JSND. Employers and claimants will have quick and easy access to JSND so they may conduct their necessary business. Claimants will be able to file claims and certify individual weeks via this user-friendly application; employers will be able to file their quarterly reports and pay the tax due using the system, which includes an electronic ACH Debit application. The systems will be written in such a way to limit or eliminate certain types of errors that are now common, such as employers reporting workers without Social Security numbers, or addition, subtraction, and/or multiplication errors. This will reduce the amount of time JSND staff now spend on identifying and correcting these types of errors, which will allow staff more time to make accurate initial determinations in order to offer our customers faster and better service.

Job Service North Dakota hopes that within five years of implementation of the Employer Account system 40% of liable employers will utilize the system to file their quarterly reports. In addition, JSND estimates that 40% of claimants will file their claims over the Internet within three years.

We will continue to keep you updated on these projects as work on them progresses.



Employee Social Security Numbers

Each employer liable to pay Unemployment Tax in the state of North Dakota is required to include each employee's Social Security number on each quarterly report. Employers are required to obtain each employee's name and SSN for correct posting to the Internal Revenue Service and Job Service records.

Internal Revenue Issued Tax Identification Numbers (ITINs) are only issued to resident and nonresident alien taxpayers. These people are NOT eligible for US employment and are NOT authorized Social Security numbers because they cannot work here!

The following rules outline correct formats for valid SSN's:

- * An SSN cannot be all 1's, 3's, 8's or 9's
- * An SSN cannot be 123-45-6789
- * The first three digits of an SSN cannot begin with 000, or 773 through 999.

To avoid penalties from Job Service North Dakota and the IRS for incomplete reporting, be sure to obtain each employee's correct SSN upon hire. An employee without a Social Security card can get one by completing Form SS-5, Application for a Social Security Card, and submitting the necessary documentation to the Social Security Administration.

Hiring Military Veterans is Good Business

Veterans are a valuable resource in today's competitive job market. They receive some of the best training available, which teaches them responsibility, leadership, accountability, and how to handle stress. This training inspires them to motivate others to achieve goals, thus giving employers a great asset to be successful.

Veterans are trained to be team players and leaders wherever and whenever the situation arises. They are taught this valuable attribute starting in basic training and continuing throughout their military careers. They are given the tools to analyze situations, create plans, make decisions, and be responsible for their outcomes.

Because Veterans work with such a diverse group of people, they acquire the experience necessary to deal with various types of personalities and situations. This becomes very valuable when working with diverse people in the workplace and in the community.

All of the above attributes of today's Veteran are strengths that will allow North Dakota businesses to remain competitive and retain our most valuable resource — our citizens. This is a win-win situation for the veteran, our businesses, our community, and the state of North Dakota.

Question of the Quarter —

“Does JSND have an easy, efficient guide that explains an employer's rights and responsibilities under ND Unemployment Compensation Law?”

Yes. Job Service North Dakota has developed an employer handbook that contains a variety of information addressing tax provisions, claims for benefits, payment of benefits, and forms for the UI program. It is available on our website at www.jobsnd.com, or by contacting your local Customer Service Consultant.



CUSTOMER SERVICE CONSULTANTS

Our staff are available to answer your questions at any of the following locations:

BISMARCK

Bob Arnold
701-328-5016
Toll-free in ND 1-800-247-0981
E-mail: rarnold@state.nd.us

DEVILS LAKE

Donald Ripplinger
701-662-9334
Toll-free in ND 1-800-247-0982
E-mail: driplin@state.nd.us

DICKINSON/MANDAN

Lora Hill
701-328-5017
Toll-free in ND 1-800-247-0981
E-mail: lhill@state.nd.us

FARGO

Michael F. Misialek
701-799-4228
Toll-free in ND 1-800-247-0985
E-mail: mmisiale@state.nd.us

Lonnie Wangen

701-239-7310
Toll-free in ND 1-800-247-0985
E-mail: llwangen@state.nd.us

GRAND FORKS

Mike Endres
701-795-3731
Toll-free in ND 1-800-247-0986
E-mail: mendres@state.nd.us

Keith Reitmeier

701-795-3730
Toll-free in ND 1-800-247-0986
E-mail: kreitmei@state.nd.us

JAMESTOWN

Julius Gange
701-253-6215
Toll-free in ND 1-800-247-0988
E-mail: jgange@state.nd.us

MINOT

Mary Schaefer
701-857-7554
Toll-free in ND 1-800-482-0017
E-mail: mschaefer@state.nd.us

WILLISTON

Elwood Adams
701-774-7903
Toll-free in ND 1-800-247-0989
E-mail: eadams@state.nd.us