



of AMERICA (UAW)
LOCAL 402
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SPRINGFIELD, OHIO 45502
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12/19/19

Bulletin – Holiday Pay and the December 20th Layoff

Due to the unique timing of this layoff, you will have 2 choices as to when you may open your unemployment claim. Regardless of which option you choose, the last day worked will be December 20, 2019.

1. You may open your claim during the first week of layoff (December 22-28, 2019). If you open the claim during the first week, you will need to claim your holiday pay for that week and you will not be eligible for a benefit payment from the state. You would then need to claim the holiday pay the following week (12/30-1/1) which would most likely eliminate any benefit from the state as well.
2. You may open your claim during the week of January 5-11, 2020. This will prompt a question from the state as to why you did not open the claim the week following December 20, 2019. Your response would be that you received holiday pay for the two previous weeks and your claim will be allowed.

If I can be of further assistance, please feel free to call me anytime at (937) 390-3327 or (937) 390-4339.

In Solidarity,

Deron R. Blakely
Benefits Representative
UAW Local 402

To all 402 members involved in the December 20th lay-off

*****MAKE SURE YOU READ THE ENTIRE INSTRUCTION SHEET*****

To be eligible for State Benefits you must 1) make application for benefits and 2) file for your claim within the specified time limits.

Change in procedure The State Bureau mandates that all claims may be opened by phone 877-644-6562 or online (<http://unemployment.ohio.gov>), however you may only file for the week (step 2) online. If you do not have computer access, we will try to assist you with step 2 (claiming the week). Either way, remember to apply for benefits during your first **FULL** week of lay off.

You must open your claim the first FULL week of layoff. You will be required to complete a work search each week. Pay close attention to the requirements given by the state.

**** THIS IS A 2 STEP PROCESS ****

(Step 1) **OPEN** a claim (known as making application for benefits). You must call the ODJFS or access the website once **DURING the first FULL week of lay-off** or January 5-11, 2020. So, make application for benefits (**open the claim**) **beginning Sunday and no later than Saturday.**

And then you must...

(Step 2) **FILE (CLAIM THE WEEK)** with the ODJFS **WITHIN 21 DAYS** of the end of that week in order to receive benefits/waiting week for that week. Please answer all questions **completely and honestly** for your own protection. You will be able to claim the week beginning Sunday following the week of layoff. **The state (unemployment) week runs from Sunday – Saturday.**

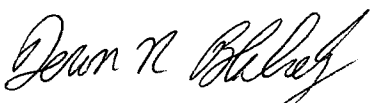
If you are establishing a new claim, you will have to serve a waiting week.

If you qualify for state benefits under a new claim, the maximum benefits for 2019 are as follows:

Number of Allowable Dependents	Dependency Classification	If your Average Weekly Wage was:	Then your Maximum Weekly Payment is:
0	A	\$886 or higher	\$443
1 or 2	B	\$1,074 or higher	\$537
3 or more	C	\$1,196 or higher	\$598

Example: \$1000 average weekly wage x ½ = \$500. So, if your **Average Weekly Wage** was lower...your **Maximum Weekly Payment** will be lower also.

NOTE: IF YOU DISAGREE WITH YOUR ASSIGNED BENEFIT AMOUNT, YOU MUST APPEAL WITHIN 21 DAYS!



Deron R Blakely
UAW Local 402
Benefits Rep.

Ohio Department of Job and Family Services
MASS LAYOFF INSTRUCTION SHEET

For employees of NAVISTAR, INC.	Last day of work* December 20, 2019
Layoff location 6125 Urbana RD Springfield, OH	

*This date will automatically populate on to your application and determination of benefits.

STEP #1: File an APPLICATION

File your application within the first week of your layoff. Applications are effective Sunday of the calendar week in which they are filed. Filing your application after the first week of layoff may cause a delay or denial of benefits.

Your application may be filed as early as: **December 22, 2019** But no later than: **December 28, 2019**

Apply online at <https://unemployment.ohio.gov> (accessible 24 hours a day, 7 days a week), OR apply by phone at 1-877-644-6562 during normal business hours (Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding holidays).

Be prepared to provide the following information on your application:

- Your Social Security number and your driver's license (or state ID) number
- Your name, address, telephone number, and email address
- **Mass Layoff Number: 1900780**
- *Using this number will populate your employer's information and last day of work on to your application.*
- The name, address, telephone number, and dates of work for any additional employers with whom you worked during your last 6 weeks of work
- Names, Social Security numbers, and dates of birth of any dependents, to include children and your spouse
- Alien Registration Number and expiration date of your work authorization (if not a U.S. Citizen)
- Payment Preference (if direct deposit is preferred, you will need your bank routing number and account number)

NOTE: It is your responsibility to read all correspondence and reply to any requests for additional information sent to you by the established deadlines. You may view and respond to notices by logging in to your online account and viewing your Correspondence Inbox.

STEP #2: File WEEKLY CLAIMS

Weekly Claims cannot be filed until the week is over, and *only if* your application was properly filed within the first week of your layoff.

Weekly Claims must be filed by logging in to your online account at <https://unemployment.ohio.gov>. *You will not receive payment if you do not file your Weekly Claims.* If your application is filed within the timeframe specified in Step #1, your first Weekly Claim can be filed as early as: **December 29, 2019**

You have 21 days to file your week in a timely manner. Failure to file timely Weekly Claims may result in a delay or denial of payment. Be prepared to provide the following information on your Weekly Claims:

- Gross **HOLIDAY PAY** for holidays that occur during the calendar week (do not report holiday pay during the week paid, it must be reported in the week the holiday falls);
- Gross **EARNINGS** for any work performed during the calendar week (do not report earnings during the week you are paid, earnings must be reported during the calendar week in which your work is performed);
- **NOTE: DO NOT** report **Vacation Pay, Bonuses or Severance Pay** on your Weekly Claims. If applicable, you will be questioned about additional income on a Notice of Eligibility Issue. If you received vacation, bonus or severance pay and do not receive a questionnaire regarding the income, call your Processing Center for assistance.

WORK SEARCH: If your employer provided a recall date within 45 days of your last day worked, your work search may be waived. Otherwise, you must complete all work search and reemployment activity requirements.

If you do not receive a confirmation number for either of the steps above, the action was not complete and could cause a delay or denial of benefits.

Processing Center Contact Information:

[http://jfs.ohio.gov/ouc/Processing Offices by SSN.pdf](http://jfs.ohio.gov/ouc/Processing%20Offices%20by%20SSN.pdf)