

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION Unemployment Insurance
	CORRESPONDENCE SYMBOL OUI/DPM
	DATE June 6, 2013

**ADVISORY: UNEMPLOYMENT INSURANCE PROGRAM LETTER NO. 17-10
Change 2**

TO: STATE WORKFORCE AGENCIES

FROM: GERRI FIALA /s/
Acting Assistant Secretary

SUBJECT: Revisions to the State Unemployment Insurance (UI) Data Validation (DV) Handbook, Benefits

1. **Purpose.** To transmit a revision of the benefits portion of the UI DV Employment and Training (ET) Handbook No. 361.
2. **References.**
 - ET Handbook No. 361, *UI Data Validation Handbook, Benefits*;
 - Unemployment Insurance Program Letter (UIPL) No. 17-10, *Revisions to the State Unemployment Insurance (UI) Data Validation (DV) Handbook, Benefits* and UIPL No. 17-10, Change 1;
 - UIPL No. 1-11, *Issuance of State Unemployment Insurance Data Validation Operations Guide (ET Operations Guide 411)*; and
 - UIPL No. 08-12, *Consolidation of the Employment and Training Administration (ETA) 9000 and ETA 227 Reports*.
3. **Background.** UI DV is necessary to ensure that data reported by states and used for measuring performance, administrative funding allocations, economic analysis, and other purposes are accurate and comparable across states. A revised version of the UI DV Benefits Handbook was issued in July 2011. Portions of the 2008 edition of the Benefits Handbook were moved to the DV Operations Guide issued in October 2010. With the revision of the ETA 227 Overpayment Detection and Recovery Activities report and the consolidation of the ETA 9000 Internal Fraud Activities and 227 reports, the DV program was modified to validate new report cells. This new revision of the Benefits Handbook reflects these recent modifications to the program.

The Office of Management and Budget (OMB) has approved ET Handbook No. 361, *UI Data Validation Handbook, Benefits* (OMB control No. 1205-0431), for use through May 31, 2016.

RESCISSIONS None	EXPIRATION DATE Continuing
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4. **Handbook Modification Summary.** The Benefits portion of the Handbook has been revised to reflect changes in the DV program due to the revision of the ETA 227 report. Because of the numerous changes, the Handbook has been reissued in its entirety. The changes are summarized below:

- Updated the OMB Notice to reflect the new expiration date of May 31, 2016.
- Changed the number of populations from 15 to 16, and the number of random samples from 17 to 18, to reflect the addition of Population 15.
- Changed Population 12 title to “Overpayments Established *by Cause*” to distinguish it from the new Population 15 titled “Overpayments Established by Method.”
- Added values for Population 15 to Tables C, D, 1.1, 3.2, B.1, and Table of Contents of Appendix A.
- Modified Tables 3.1 and 3.2 to reflect changes to and additions of Module 3 steps.
- Changed subpopulation specifications in Appendix A for Populations 12, 13 and 14; and added specifications for the new Population 15.
- Changed Weekly Benefits Allowance (WBA) field from “Required” to “Optional” for subpopulations 1.7-1.9 in Appendix A.
- Eliminated Appendix E, “Independent Count Validation,” which is no longer in use.

The technical corrections to the Handbook are effective immediately. States must implement changes in the construction of extract files for Populations 12, 13, and 14, and build a new extract file for Population 15, for Validation Year 2013 and subsequent validations.

5. **Action Requested.** Distribute attached handbook to all holders of ET Handbook No. 361, *UI Data Validation Handbook, Benefits*, dated September 2011. Users should replace the handbook with the attached. States should review these changes and adjust their procedures, as necessary.

6. **Inquiries.** All questions should be directed to the appropriate Regional Office.

7. **Attachment.** ET Handbook No. 361, *UI Data Validation Handbook, Benefits*.