

## **HBU - PILV and PAA Unemployment Reporting Requirements**

### ***(Prior Vacation Year) 2019/2020 Vacation Year***

- All unused Vacation (PILV) balances will be paid out on May 8, 2020
- All unused Paid Absence Allowance (PAA) balances will be paid out May 15, 2020 (except certain PDCs)
- Instructions for State Unemployment
  - Illinois and Ohio – Do not report PILV and PAA payment as earnings.
  - Michigan – Do not report PILV payment as earnings.
  - Michigan – Must report PAA payment as earnings. They are eligible for SUB Benefits
  - Indiana – Must report PILV and PAA payment as earnings. They are eligible for SUB Benefits

### ***(Current Vacation Year beginning May 4, 2020) 2020/2021 Vacation Year***

- Vacation and PAA hours will be credited to employees on May 4, 2020
- Employees may elect to be paid all or part of their balances beginning May 15, 2020
- Instructions for State Unemployment
  - All States – Employees must claim PILV and PAA hours as earnings in the week it is paid. Employees are not eligible for SUB Benefits

## **Unemployment Benefits and Work Search Requirements**

### **Work Searches**

In most States the requirement to conduct work searches has been waived for people on a lay off related to COVID-19.

- Occasionally, in **Michigan**, employees have been asked about conducting a work search. With direction from the State, the correct response to this question is: “the employee has completed the necessary work search”, due to the fact that the State has suspended the need for a work search.
- If further asked to provide work search detail, our employees should indicate that this information will be provided later.

### **Supplemental Employees and MOPAR canvass**

Mopar is canvassing employees to volunteer to work.

- This is not a job offer.
- When certifying for unemployment, employees should not consider this to be a job offer. “...did you refuse any jobs or offers...”, the answer is no because a job offer was not made.

## **KIOSK Applications**

The Company is in the process of auditing all of the SUB payments that have been made. There are employees that are incorrectly filing for SUB that have received the \$600 Federal Unemployment payments and their unemployment from the states.

## **Rejected Applications in Non-Auto-SUB States**

The Company has started rejecting SUB applications for employees that are not claiming the Federal \$600. With the state of Indiana being one of largest states not participating in Auto-SUB, the Company is working closely with those plants to communicate and coordinate this message.