STATE OF MARYLAND

DLLR

DEPARTMENT OF LABOR, LICENSING AND REGULATION

Division of Unemployment Insurance
Office of Assistant Secretary
1100 N Eutaw Street
Baltimore, MD 21201

December 2018

Dear Maryland Employer:

We are pleased to provide a few updates to Maryland Employers as we conclude another tremendous year. We also anticipate offering new tools that will greatly assist with your business operations both now and in the upcoming year.

This letter provides information on:

- 2019 Unemployment Insurance Tax Rates for Employers;

- Submitting separation information using an enhanced tool;

- Testing of wage file submissions in the soon-to-be launched Reemployment BEACON System; and

- Registering for e-mail notifications.

2019 Unemployment Insurance Tax Rates

For the fourth consecutive year, employers will receive the lowest possible unemployment insurance (UI) tax rates under state law. The low tax rate has been made possible by Maryland's low unemployment and high job growth; both of which are signs of Maryland's positive economic condition.

In 2019, employers can expect the following regarding their 2019 Unemployment Insurance Tax Rates:

- The range of rates will be from 0.3 percent to 7.5 percent.
- The rate for new employers will be 2.6 percent.
- The rate for new employers that are foreign contractors will be 4.8 percent.
- The taxable wage base will remain at $8,500.

If, for planning purposes, you would like to know your company's tax rate prior to the January mailing of your annual rate notice, the information is now available by calling our toll free number at 1.800.492.5524. You may quickly access your rate information by pressing 1, followed by 6, as soon as you hear the recorded voice. Please have your 10-digit employer account number ready.

LARRY HOGAN, GOVERNOR   BOYD K. RUTHERFORD, LT. GOVERNOR

Employers are reminded that they are ultimately responsible for the deposit and payment of their Maryland Unemployment tax liability, even if a third party is making the deposits. The Maryland Unemployment Insurance Division recommends that employers enroll in "WebTax" online at www.mdunemployment.com to confirm filings and payments made on their behalf.

Employers Using Maryland's NET207 Web Application to Provide Separation Information

Employers who are completing a Request for Separation Information online will be redirected to the State Information Data Exchange System (SIDES) also known as SIDES E-Response.

Responses provided through SIDES E-Response will be used to determine a claimant's eligibility for unemployment insurance benefits. Detailed responses will significantly reduce the need for future inquiries, so please make all efforts to provide as much information as possible when responding to inquiries regarding separated employees. Maryland employers are required to complete ALL fields prior to submission. Incomplete submissions may subject an employer to penalties pursuant to provisions of the Unemployment Insurance Law of the Maryland Annotated Code. Please note that employers will be able to upload supporting documentation.

Please see the enclosed insert for additional information, which includes helpful contact information and links, as well as a list of the benefits of using SIDES E-Response.

Testing of Wage File Submissions in the new Reemployment BEACON System

The Maryland Division of Unemployment Insurance is scheduled to launch the new Reemployment Beacon System (ReBEACON) in the Spring/Summer of 2019. Our goals for the new system includes: (1) offering a robust self-service tool for our customers, (2) eliminating labor-intensive processes, (3) increasing data accuracy, (4) improving security and privacy, (5) allowing real time data sharing, and (6) improving maintenance and support. ReBEACON will be a single, fully integrated system containing benefits, tax, appeals, and reemployment functions.

It is important to note that the new system will only accept four (4) file formats when submitting wage information: csv, xml, icesa, and efw2. Technical specifications can be found on the project website at: http://www.dllr.maryland.gov/uim/employer/, along with other important information about the new system.

At this point in time, employers (and their third party agents) are strongly encouraged to register for, and begin testing, wage file submissions. To begin testing, send an e-mail to dluim-wagetest-dllr@maryland.gov.

We are excited by the opportunities ReBEACON will create to improve services to employers, and look forward to providing more information as we get closer to the new system's launch date.

Registering for E-mail Notifications

The Maryland Unemployment Insurance Division now offers employers the option to be notified, via e-mail, the first day of a new quarter when a Contribution & Employment Report can be filed. Employers will also be notified when the quarterly Benefit Charge Statements and the annual Tax Rate Notices are available.

To register for e-mail notifications, employers are required to enroll in the Web Tax Application via the internet at www.mdunemployment.com.

If you have questions about any of these topics, please do not hesitate to contact our Employer Assistance Unit at 410.767.2412 or Toll Free: 1.800.492.5524.

As always, we thank you for your ongoing business!

Sincerely,

Dayne M. Freeman
Assistant Secretary
Division of Unemployment Insurance

ATTENTION: All Maryland Employers Using Maryland's NET207 Web Application to Submit Separation Information

Maryland Unemployment Insurance is proud to offer **SIDES E-Response** to help employers respond to unemployment insurance requests quickly, easily, and accurately. **SIDES E-Response** provides an easy and efficient portal for electronically posting responses to state information requests and is available **FREE OF CHARGE** to any Maryland employer with internet access.

Benefits of SIDES E-Response

- ✓ **Provides for timely responses, avoiding late penalty assessments**
- ✓ **Helps ensure the proper decision on claimant eligibility**
- ✓ **Reduces staff time, paper work, postage costs, and follow-up requests**
- ✓ **Ensures protection of sensitive employer and claimant data**
- ✓ **Provides an electronic, nationally standardized data format**
- ✓ **Includes data checks to ensure the exchange of complete and valid information**
- ✓ **Allows attachment of supporting documentation**

Using SIDES E-Response

Effective December 12, 2018, if you are currently receiving **email alert requests** or are completing a **Request for Separation Information online using Maryland's NET207 web application**, you will be redirected to SIDES E-Response if you have an active Maryland account with a valid Maryland State Employer Account Number, Federal Employer Identification Number (FEIN), and a pending Request for Separation Information. The **internet Key/PIN** provided on the Request for Separation Information form will serve as the **identification number/access code (PIN)** on the SIDES E-Response website.

To reply to a paper Request for Separation Information directly via the SIDES E-Response website, please go to **https://uisides.org/**. If you use a third party administrator (TPA) to handle the processing of your employees' unemployment insurance claims, please consult with the TPA prior to using SIDES E-Response.

For employer address corrections, contact **DLUITaxEmployerStatus-DLLR@maryland.gov.**

For additional SIDES information, please visit **http://www.itsc.org/Pages/ui_SIDES_home.aspx** or contact **DLUISides-DLLR@maryland.gov.**