

## **HUMAN RESOURCES**

### **Employee Benefits**

#### **Unemployment Compensation**

This policy supersedes Regulation 4780.1.

##### **I. PURPOSE**

To ensure that unemployment compensation is available to those eligible for this benefit.

##### **II. SUMMARY OF CHANGES SINCE LAST PUBLICATION**

This policy has been reviewed and there are no changes at this time.

##### **III. ELIGIBILITY**

Employees who become unemployed through no fault of their own might qualify for monetary benefits through unemployment insurance. The school division is responsible for such payments since employees do not contribute to the program.

##### **III. PROCEDURE**

The Virginia Employment Commission determines a claimant's eligibility for unemployment benefits based on information supplied by the employer and the claimant. Hearings are held by the Virginia Employment Commission for this purpose, and a representative of the Department of Human Resources, together with the program manager, or his or her designee, may be required to attend such hearings.

Any unemployment claim material received by a work location is to be forwarded immediately to the Department of Human Resources.

Policy  
adopted: July 1, 1986  
Corrected: March 22, 1994  
Corrected: April 18, 2001  
Reviewed: February 28, 2008