



Edmund G. Brown Jr.
Governor

WELCOME!

Congratulations on becoming a member of California's employer community. You join a remarkable group of over 1.4 million Golden State businesses that employs over 17 million people and generates payrolls in excess of \$800 billion each year!

As the Chief Deputy Director of the California Employment Development Department (EDD), I am pleased to tell you about the wide variety of services and programs that the EDD provides to California employers and their employees.

WORKFORCE SERVICES: When you are ready to hire new employees, start with the EDD's CalJOBSSM, California's Internet-based labor exchange system. Post your job openings, use the 24 hour virtual recruiter to find qualified candidates, and access training classes and education programs at no cost. Visit CalJOBSSM at www.caljobs.ca.gov 24 hours a day from any location with Internet access. The EDD Workforce Services Branch also provides re-employment services to displaced workers and can quickly conduct focused recruitment campaigns for businesses with specialized needs. In partnership with Employer Advisory Councils, we offer informational seminars that will keep you current on employment-related laws and regulations.

UNEMPLOYMENT INSURANCE: What happens when a former employee files for Unemployment Insurance (UI) benefits? The EDD will notify you when the claim is filed or paid. Please review the notices carefully and respond in a timely manner to wage information requests and to submit eligibility information about an employee who quits, has been discharged, is unavailable for work, or has refused an offer of suitable employment. Your timely response will help protect your UI reserve account.

STATE DISABILITY INSURANCE: State Disability Insurance (SDI) is a partial, short-term wage replacement insurance plan for California workers. It is state-mandated and funded entirely through employee payroll deductions. The SDI program provides two separate benefit programs: Disability Insurance (DI) and Paid Family Leave (PFL). The DI component is available for employees who suffer a loss of wages when they are unable to work due to a non-work-related illness or injury, pregnancy, and childbirth. The PFL component provides benefits to employees who take time off work to care for a seriously ill family member or to bond with a new child. For those employers or employees not required to contribute to SDI, the EDD offers an optional Disability Insurance Elective Coverage (DIEC) program that can protect you as a self-employed individual or as an employer against partial loss of profits and is funded through quarterly premiums. Individuals covered by DIEC are also covered for both DI and PFL programs.

In addition, employers are encouraged to use SDI Online. Did you know that employers are legally required to submit a response to the EDD within two days of receiving a notice that their employee has filed for DI or PFL? SDI Online is the best method to meet the required response time because employers will receive electronic notification that their employee has filed an SDI claim and are able to respond quicker online. For more information or to register for an SDI Online account, visit www.edd.ca.gov/disability/.

WORKFORCE INVESTMENT ACT: The federal Workforce Investment Act (WIA) program offers a comprehensive range of workforce development activities through organizations located in America's Job Center of CaliforniaSM. Available workforce development activities provided in local communities can benefit job seekers, laid-off workers, youth, incumbent workers, new entrants to the workforce, veterans, persons with disabilities, and employers. To locate an office near you, go to www.americasjobcenter.ca.gov.

TAX BRANCH: The EDD's Tax Branch administers the accounting, auditing, and collection functions of California's payroll tax program. We provide a myriad of tools and resources to assist you in meeting your California payroll tax responsibilities. Looking for information about payroll taxes? The EDD website is a great resource. We have information sheets, publications, access to online seminars, and much more to assist the employer community. Would you prefer to attend a seminar? The EDD is ready to assist. Visit our website at www.edd.ca.gov/payroll_tax_seminars/ to see the many seminar options we have available.

In addition, the EDD has now made it easier than ever to manage your employer payroll tax account using the Internet. Our e-Services for Business is now faster than ever. Recent enhancements to the system means you can manage your account using multiple operating systems and platforms, including tablets and smartphones. The employer and/or agent can file or amend reports/returns, make deposits, view account information, and make updates to account information. Enroll in e-Services for Business today; it's a fast, easy, and secure way to manage your payroll tax account online. Visit <https://eddservices.edd.ca.gov>. **e-Services for Business. Online. Anytime.**

LABOR MARKET INFORMATION: As a new employer, you may have some of the following questions: What are the wages paid in my area? Where can I get training for my employees and what occupations are employed in my industry? What are the latest economic trends? The EDD provides a wide variety of research information and reports on employment, unemployment, industry and occupational outlook, and social and demographic data, all available at www.labormarketinfo.edd.ca.gov.

We look forward to assisting you in managing your workforce needs. Please feel free to utilize any of the services the EDD offers. Together we will empower California's workforce to go above and beyond in the 21st century!



SHARON HILLIARD
Chief Deputy Director
Employment Development Department