

# GOVERNMENT OF THE DISTRICT OF COLUMBIA

## Department of Employment Services

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### Frequently Asked Questions (FAQs) for Claimants 2017 Change in Administration

**1. I am a federal employee who was laid off due to the change in administration. When can I file my claim?**

Federal employees who are laid off due to the change in administration can go online to [www.dcnetworks.org](http://www.dcnetworks.org) to file for their Unemployment Compensation benefits. The first suggested day you can file for an unemployment compensation claim is Sunday, January 22, 2017. All first time applicants for Unemployment Compensation are encouraged to file online to avoid the anticipated long telephone wait.

**2. If I make a mistake while filing for my weekly benefits, will I still receive my unemployment compensation benefits?**

We strongly encourage claimants to answer all questions carefully and to thoroughly review all answers before submitting weekly claim forms online. If filing weekly certifications telephonically, we encourage claimants to listen carefully when responding to the automatic prompts. Mistakes will delay your payments until the assigned claims examiner is able to address individual issues.

**3. If I certify on Sunday, when will I receive my payment?**

The anticipated exponential increase in the number of new claims filed could cause a slight delay in the processing of claims. While your benefits normally will be deposited in your bank account during the week following your certification, we cannot guarantee any specific day of your deposit or that you will not experience some delay in payment.

**4. What is the one-week waiting period?**

Under District law, there is a one-week waiting period before benefits are paid. The waiting period is the first week for which you would otherwise be eligible. Generally, this is the first week of your claim. No payment is made for the waiting period.

**5. As a Federal government employee, does the one-week waiting period apply to me?**

Yes. The one-week waiting period applies to all claimants filing for unemployment compensation benefits.

**6. When can I realistically expect to receive my first unemployment compensation check?**

The first suggested day you can file for an unemployment compensation claim is Sunday, January 22, 2017. The week ending Saturday, January 28, 2017, would be the one-week waiting period week. The week ending February 4, 2017, is your first payable week.

**7. How long does it take to approve my unemployment compensation application?**

Processing these claims as quickly and effectively as possible depends primarily on two things\*:

- A. Ensuring the claimant is filing in the jurisdiction where he/she physically worked (your physical duty station), AND

- B.** How quickly the Department of Employment Services receives accurate wage information from the employee's Standard Form 50 (SF-50), Standard Form 8 (SF-8), last two pay stubs of 2016, 2015 W-2s, or other wage documentation.

Please be aware that you must submit a copy of your most recent SF-50 and SF-8 with your application, if available. If you do not have an original copy of your SF-50 or SF-8, you will still be required to provide additional wage documentation (such as your last two pay stubs of 2016 and your 2015 W-2s), accompanied by a Wage Affidavit or Form 193-Monetary Redetermination Affidavit, in order to determine monetary eligibility.

The District is required to process unemployment claims within 21 days. Receiving the required information outlined above may allow the Department of Employment Services to process claims more expeditiously than this prescribed timeline. However, the extreme and unusually high demand of new claims filed due to the change in administration may cause delays during this time.

\*Assuming all other eligibility requirements are met. See [Claimant's Rights and Responsibilities Handbook](#) for more details on eligibility requirements.

**8. How do I provide my Standard Form-50 and Standard Form-8 if I do not have them at the time I submit my application?**

You must submit your SF-50 and SF-8, including any other wage information (such as pay stubs, W-2 forms, etc.) via email to [po.e.does@dc.gov](mailto:po.e.does@dc.gov) or via fax to (202) 724-7479.

**9. Why do I have to provide my Standard Form-50 and Standard Form-8?**

The SF-50 and SF-8 is required to determine the employing federal agency, as well as your duty station.

**10. How do I determine my duty station?**

When reviewing your SF-50, please refer to line 39.

**11. How do I determine what employing agency to list on the initial claim application?**

On your SF-50, please refer to line 49, which will state the employing department or agency, or refer to your SF-8.

**12. What if I don't know my 3-digit agency code?**

Click the following link to find your 3-digit agency code: [\[LINK HERE\]](#).

**13. Will I receive my weekly benefits despite the increase in the number of claims filed due to the change in administration?**

Yes.

*If you have additional questions, please email [po.e.does@dc.gov](mailto:po.e.does@dc.gov).*