

**U.S. Department of Labor**

**Employment and Training Administration  
Sam Nunn Atlanta Federal Center  
Room 6M12 - 61 Forsyth Street, S.W.  
Atlanta, Georgia 30303**



November 6, 2002

SWA ISSUANCE NO. 03-04

**SUBJECT:** Request for Information on the Implementation of the Electronic Exchange of Wage and Separation Information for the Unemployment Compensation for Federal Employees (UCFE) and Unemployment Compensation for Ex-Service Members (UCX) Programs

1. Purpose. To announce the transfer of the UCFE/UCX claims control operations, currently located at the Louisiana Claims Control Center (LCCC); the discontinuation of the use of the UCFE/UCX “inquiry” system; and to request States’ status, including timelines, for implementing the electronic data exchange systems.
2. References. ET Handbook No. 384, Unemployment Compensation for Ex-Service Members; ET Handbook No. 391, UCFE Instructions for State Agencies; Unemployment Insurance Program Letter (UIPL) No. 47-01, August 30, 2001, Electronic Exchange of Wage and Separation Information for the UCFE and the UCX Programs; ICON UCFE Processing User Guide; ICON Non-Model Code Guide; and ICON UCFE Subsystem Installation Guide.
3. Background. UIPL No. 47-01, dated August 30, 2001, provided notification to State Workforce Agencies (SWAs) that they were expected to be operational on the new UCFE and UCX procedures and electronic data exchange applications by December 31, 2002.

UCFE forms and procedural changes related to the electronic exchange of wage and separation information between the States and Federal agencies were transmitted with UIPL No. 47-01.

Additionally, model-code for the UCFE “ICON” application was distributed by Lockheed Martin during the week of August 13, 2001. A Non-Model Code Guide was sent to non-IBM states.

4. Substance. The LCCC, which maintains the Department of Labor’s copy of the DD-214/215 record for UCX and operates the UCFE/UCX claims control operation, has provided excellent service to the Department and States for over 20 years. However, due to financial considerations, these claims control operations will be moved from the LCCC to Lockheed Martin by March 31, 2003. Lockheed Martin recently added a UCFE application to the ICON for electronic exchange of UCFE wage and separation information. Effective April 1, 2003, Lockheed Martin will operate and maintain the electronic wage and separation system for the UCX program as well as maintain the UCFE/UCX claims control system.

With the above in mind, it is critical that all states implement the new procedures as soon as possible to prevent lapses in the availability and storage of claims control information. The changes to the claims control record types are an integral part of the changes to both the UCFE and UCX program procedures. Therefore the new

claims control system with LCCC should be implemented by states before or simultaneously with the ICON UCFE application.

Additionally, the “inquiries” used to check for existing and/or prior claims under the old system will not be processed by the LCCC after February 28, 2003, and will not be implemented by Lockheed Martin. Therefore, to ensure an efficient transition, all States must implement the new procedures for communicating requests for UCX wage and separation information and the new claim control system for UCFE and UCX, no later than February 28, 2003.

The changes to the claims control record types are an integral part of the changes to both the UCFE and UCX program procedures. Therefore, the new claims control system with LCCC should be implemented by States before or simultaneously with the ICON UCFE application.

5. Action. Each SWA should prepare and submit to the regional office by November 13, 2002, a narrative report summarizing the state’s status on implementing the new UCFE and UCX procedures and electronic data exchange applications. The status report should summarize the state’s progress relative to its schedule for the programming, installation, and testing of the new UCFE and UCX electronic data exchange procedures. Each state must be operational on the new UCFE and UCX claims control system with LCCC by February 28, 2003.

If the state has not completed implementation of either the ICON UCFE system or the new UCFE/UCX claims control system with LCCC, the SWA should also discuss in its response to the regional office the state’s implementation plan. This plan should include a discussion of timelines for programming, installing, testing and implementing the system.

States should submit these plans to:

Brad Sickles  
US Department of Labor  
Employment and Training Administration  
Sam Nunn Atlanta Federal Center  
61 Forsyth Street, S.W., Room 6M12  
Atlanta, Georgia 30303

6. Inquiries. Questions regarding this issuance should be directed to Brad Sickles or Stephen Dean at 404/562-2122.

7: Expiration Date. December 31, 2002

*Anna W. Goddard*

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Regional Administrator