

AGENCY NAME:	Department of Employment and Workforce		
AGENCY CODE:	R600	SECTION:	

**Fiscal Year 2015-16
Accountability Report**

SUBMISSION FORM

AGENCY MISSION	The mission of the South Carolina Department of Employment and Workforce (DEW) is to promote and support an effective, customer-driven workforce system that facilitates financial stability and economic prosperity for employers, individuals, and communities.
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AGENCY VISION	South Carolinians will view the South Carolina Department of Employment and Workforce as an efficient, transparent, customer-friendly partner in providing quality workforce solutions.
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Please state yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.


RESTRUCTURING RECOMMENDATIONS:	<p>Executive Director Stanton believes providing a working environment that invites new ideas and promotes a healthy lifestyle is essential for the agency to successfully achieve its goals and strategies. Part of her plan is the development of an agency growth and development model for divisions to foster better service for the agency’s customers and to provide career paths for employees to help address staff retention.</p> <p>The agency recently created career paths for it Workforce Economic Development (WED) division that through the restructuring, duties were aligned allowing for cross training which increases efficiencies. This effort also reduces duplication in the workflow process. This strategy also provides a clear career path for division’s employees. The agency is taking this approach to its other divisions to streamline and improve the workflow process.</p>
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Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
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I have reviewed and approved the enclosed FY 2015-16 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):	 <div style="text-align: right;">9/15/2016</div>
(TYPE/PRINT NAME):	Cheryl M. Stanton

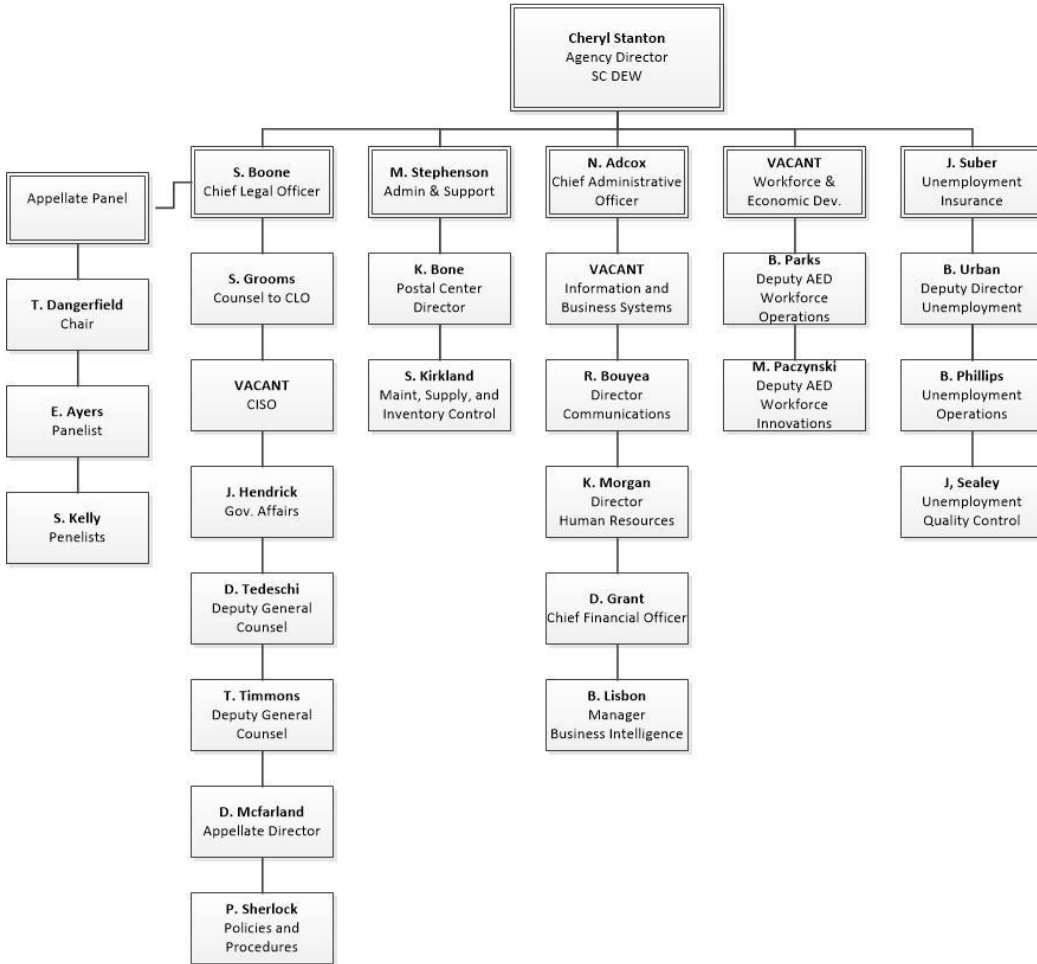
BOARD/CMSN CHAIR (SIGN AND DATE):	N/A
(TYPE/PRINT NAME):	N/A

AGENCY'S DISCUSSION AND ANALYSIS

Organization

SC Department of Employment and Workforce

9/15/2016



Summary

During Fiscal Year 2015-16, South Carolina’s workforce picture has brightened considerably. The state’s unemployment rate had dropped to a 15-year low, as a record number of people, nearly 2.2 million, were working across the state. The state’s unemployment rate for veterans remains one of the lowest in the nation. To help those seeking employment, the agency provided nearly 5 million services to more than 1 million individuals, placing more than 109,000 into jobs. DEW also has developed partnerships to help match people to jobs, provide training and access to educational programs. One initiative DEW is launching is the SC Talent Pipeline, also known as Sector Strategies, to ensure that businesses have a pool of ready and skilled workers to fill their positions. Working hand-in-hand with

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this initiative is the SC Work Ready Communities program. Recently South Carolina became the first state in the nation to have all counties certified as Work Ready Communities. This lets existing and future employers know that each county’s workforce has the skills needed to fill and perform their jobs. The agency also was able to cut Unemployment Insurance taxes for the second consecutive year saving taxpayers more than \$151 million over that period. The agency is also able to rebuild the Trust Fund while providing the tax relief and by aggressively collecting overpayments. For the coming year, DEW continues to build upon the strategic and operational planning of the previous fiscal year. Having previously established and approved a strategic plan, this fiscal year was about communicating the plan, executing the previously identified action items and receiving feedback about additional items needed. The agency identified five major areas of focus and incorporated them into the strategic plan. These focus areas are 1) Security, 2) Mission, 3) Employees, 4) Customer Service and 5) Efficiency.

Security

DEW has taken a broad and holistic approach the issue of security. Information Systems, while a critical component of a security program, are not our only focus. The physical safety and security of our employees and stakeholders is also very important to the agency. DEW has worked diligently to provide 24 hour security monitoring and surveillance, as well as armed security guards before, during, and after normal business hours. This security detail manages the logging of visitors and ensures that all individuals who enter central office facilities have a legitimate need or right to be there. Ongoing staff training and education seeks to reinforce the importance of information security best practices, including physical safeguards, clearly visible IDs, proper handling of sensitive printed data, and the necessity of reporting any perceived deviations from best practice or relevant policies.

The Security First initiative provides information and tips to employees around topics such as physical security, email phishing, secure data handling, how to reduce the risk of malicious network attacks, social engineering, and safe browsing. The Security First initiative has been incorporated into weekly discussions with the agency’s divisional leadership to discuss current events and information security developments that could potentially impact the agency.

The agency is in the process of revamping the manner in which it provides data access. Reviews have been initiated on agency systems to ensure that users only have access to the data/information that they need to perform their specific duties. Newly implemented systems are designed and configured to ensure that they integrate the necessary controls to sufficiently segregate data classes and control data access.

The agency continues to review and improve its Business Continuity plan. Most recently, the plan was successfully utilized in a limited capacity during the statewide flooding of October 2015. This plan outlines a comprehensive strategy to accommodate the people, processes, and technology that ensure the availability and integrity of agency data, business processes, and services are maintained and restored within maximum allowable timelines. Ancillary to this effort, a major milestone was reached for the agency with the turn up of a remote disaster recovery and data replication site. All of the agency’s mission critical applications and data are replicated to a warm recovery site located in Clemson South Carolina. Synced data and applications at this location can quickly get the agency up and running in the event of a loss of the main data center.

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Finally, DEW continues to partner with and utilize the resources provided by the Department of Administration’s Department of Technology Operations. DEW also takes advantage of the multiple monitoring and alerting services that the Division of Information Security has made available. Partnership with the DIS also facilitates the implementation of new security related technologies and policies as they are developed and made available to state agencies.

Mission

To uphold the agency’s mission to promote and support an effective, customer-driven workforce system that facilitates financial stability and economic prosperity for employers, individuals, and communities, DEW has taken several steps to help the citizens of South Carolina including providing funds to help people recover from the historic flood of 2015, helped people find jobs, provided training to help businesses retain workers and provide businesses with a pool of qualified workers to support economic development.

Following the historic flooding in October 2015, DEW applied for disaster funding to arrange temporary work for unemployed workers, assist with clean-up efforts, and provided access to essential services and support for citizens affected by the storm. The agency was able to award \$3,223,968 in federal funds to support assistance in 24 counties. DEW’s employees and partners worked hard to make process and system changes to support citizens in need.

EvolveSC was developed from a concept and implemented to a fully operational program under the guidance and support of the State Workforce Development Board (SWDB). Thirty-seven employers received a portion of the \$740,862 available SWDB appropriated funding, providing training to 831 new and incumbent workers.

SWDB provides direction to DEW and the workforce system on workforce development issues, particularly those pertaining to the Workforce Innovation and Opportunity Act. The board is comprised of a majority of business leaders. Other members include legislators of the S.C. Senate and House of Representatives, local elected officials, workforce partners and representatives of community-based organizations. Members of the board are appointed by and serve at the pleasure of the governor. SWDB was reconstituted to align membership with the workforce, economic development, education and non-profit partners that represent the state’s workforce development system, and to comply with the requirements of the Workforce Innovation and Opportunity Act (WIOA). As a result, 20 new members have been added to the board and were provided orientation and training. New members were paired with a tenured board member to develop a mentoring relationship. SWDB strongly supports and promotes registered apprenticeships. The board developed and deployed an initiative to provide apprenticeship opportunities for priority populations. As a result, SWDB awarded:

- \$148,200 to TriCounty Technical College to provide apprenticeship opportunities in highway construction for at least 72 ex-offenders.
- \$119,000 to the Charleston Metro Chamber of Commerce to provide apprenticeship opportunities in high growth industries for at least 68 youth with barriers to employment.

Based on the needs of various identified populations, SWDB’s Board Governance committee established the Priority Populations committee. The Committee Charter is based on strengthening South Carolina’s workforce system through strategies and policies that ensure priority populations – youth, ex-offenders, veterans, low-income and individuals with disabilities – are served.

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Under the leadership and vision of SWDB and the South Carolina Chamber of Commerce, two separate symposiums, one held by the Chamber of Commerce for businesses and the other by SWDB, were merged, saving the state \$40,000. The state chamber hosted the symposium with the State Workforce Development Board as a major sponsor. This fostered an environment for businesses and the workforce community to talk directly about South Carolina’s workforce challenges and initiatives, as approximately 200 participants equally representing businesses and the workforce system attended. The agency has improved the availability of key economic information that is provided to internal and external stakeholders. This year, the agency made available more than 1,200 customized data analysis reports available to external workforce, economic development and education partners. This was an increase of 20 percent in the number of reports from the last reporting period. The agency also made available more than 13,000 performance and reporting data analysis reports to internal agency users representing a 300 percent increase over the previous year.

Working collaboratively with other agencies and organizations is important to the agency in order to meet its goals. This year, South Carolina began a transformative approach to talent development, the S.C. Talent Pipeline, by aligning key partners including economic development, education and workforce around the same goal of creating an ongoing, skilled supply chain for growing industries. Regional, industry-focused methods to building skilled workforces, based on data, are one of the most effective ways to ensure partners are working toward the same goals and addressing the talent needs of businesses. As part of this initiative, DEW, the S.C. Department of Commerce, the S.C. Department of Education and the State Technical College System partnered to address the talent pipeline gap.

In 2014, DEW and the S.C. Department of Corrections (SCDC) developed a pilot program where a case manager from DEW was placed onsite with laptops and materials to assist qualified returning citizens in work-skills training. Ninety days prior to release, ex-offenders begin a one-hour class each day, that includes mock interviews, resume assistance, basic computer skills, introduction to the SC Works system, job search tactics and soft skills. As of June 30, 2016, 694 inmates have enrolled in the program and 511 have completed it.

Recently, South Carolina became the first state in the nation to have all counties certified as Work Ready Communities. The S.C. Work Ready Communities (SCWRC) initiative is a means to measure the quality and capability of a county’s workforce. County representatives provide leadership, planning and implementation, local businesses officially support the initiative, and individuals undergo the WorkKeys assessment testing in order to receive a National Career Readiness Certificate (NCRC). NWRC also provides a job profiling asset. Companies can have jobs within their businesses profiled, at no cost. This helps match the skills and skill levels needed for current and future positions with an individual’s corresponding WorkKeys tests.

The agency also has partnered with the S.C. National Guard on Operation Palmetto Employment to help veterans find work after they are discharged. Last year, South Carolina’s unemployment rate for veterans was 4.3 percent, one of the nation’s lowest, and DEW placed 8,000 veterans into jobs.

Employees

On a daily basis, DEW strives to promote and encourage employee engagement, development, and safety. The agency relies on employees to carry out the agency’s mission as well as help the agency improve the quality and efficiency of the services provided. It is often said that an organization is only

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as good as its people. DEW works hard to ensure our stakeholders are supported by a highly trained and motivated workforce.

Director Stanton conducts Listening Tours that provides an opportunity for critical communication, feedback and interaction. Over the last year, she met with frontline staff and managers no less than 63 times which provided invaluable interaction at all levels of the organization. DEW also committed to better training and evaluation of employees and leaders as a part of our goals and spent considerable time during the fiscal year on staff training. It is critical to the success of the agency that all employees have clear direction along with the tools necessary to perform their duties.

The state’s Unemployment Insurance (UI) program hosted its first annual UI Symposium focused on the delivery of the department’s training and integrity efforts to agency staff. Among the efforts highlighted during the symposium were the agency’s development and implementation planning of the Southeast Consortium Unemployment Insurance Benefits Initiative (SCUBI) and the Tax Modernization Initiative, both of which will improve upon the agency’s technology and business practices. These initiatives also will notably enhance employers and citizens of South Carolina’s customer service experience with the agency.

DEW updated the EMPS program to a full life-cycle platform for employee accountability and engagement. This effort updated the EPMS process, the policy, and associated forms so that managers have the tools to more appropriately rate employee performance in alignment with agency goals. A centrally located e-learning tool was implemented to provide training and guidance for both new and seasoned managers. This Manager’s Toolkit provides managers with short, on-demand resources on relevant topics. These topics include interviewing candidates, managing employee time tracking and leave, and performance reviews.

In order to promote a healthier work environment, the agency completed 11 Working Well activities. These activities were taken from the Prevention Partners guidelines and included Walking Maps of the local area, partnering with a local farm to provide fresh produce on site, and encouraging water intake by setting challenge goals.

DEW moved to a completely tobacco-free campus in August 2016. The agency provided support and assistance to employees who wished to quit using tobacco by making smoking cessation resources and classes available. Every effort was made to help affected employees prepare and transition to a completely tobacco-free workplace.

Customer Service

DEW has focused on enhancing customer service so all internal and external stakeholders receive a high quality of service when interacting with the agency. DEW leadership still views improving Customer Service a top goal of the agency.

DEW developed and delivered six full days of Framework customer service training sessions for staff. To date, 80 percent of all employees have completed all six days of training. Over the past two years, the remaining 20 percent of employees – the majority of whom were hired after the program began – have begun the program. Agency leadership training has been ongoing to support the culture. To foster better customer service delivery, DEW developed a transition plan and executed the roll out of the Workforce and Economic Development Division's Local Operations department. Development included review of classification, compensation, change management and manager support mechanisms. The agency also developed a training model for the transition to include manager

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training, baseline training for all staff, and job specific training. The agency is currently working on career paths for the Unemployment Insurance (UI) division. Under the guidance and financial support of the State Workforce Development Board, the Business Engagement initiative was deployed with each local workforce area having a specific engagement goal. Statewide, the agency engaged 11,635 businesses in FY 15-16, surpassing its goal of 10,000 by 116%. The agency also provided 4,686,643 services, ranging from job searches to training programs to placement services and much more, to 1,003,959 individuals through the Wagner Peyser program. The agency has invested in a state-of-the-art contact center platform to improve efficiency and provide a higher quality of service to its constituents. This environment includes a new Interactive Voice Response (IVR) unit that is quickly and easily updated when circumstances require immediate action. The platform will eventually allow the Contact Center to open new channels of support. These channels include Chat, SMS and email. A key feature to be rolled out will be the capability for Virtual Hold. This allows a caller to keep their place in line without having to stay on the phone. When an agent is ready to help them, they are contacted via the number they have provided.

Efficiency

DEW strives to consistently increase organizational efficiencies to maximize available resources and taxpayer dollars; for instance over the last three fiscal years, the unemployment insurance funding decreased by 22%, or \$7 million. Nevertheless, the agency showed marked improvement in its progress toward meeting federal standards imposed on the agency. The agency works to measure and improve key performance indicators in an effort to provide services in a timely and cost efficient manner.

First DEW must meet or exceed the U.S. Department of Labor Standard of 87 percent of claimants receiving their first payment within 14 to 21 days after the claim week ending date. DEW was able to exceed this standard achieving a 91 percent deliverable. This represents a 5 percent increase over previous rating periods, at the same time meeting quality metrics despite receiving less money to process a claim. The agency also surpassed the 21-day nonmonetary determination standard achieving a 83 percent deliverable, the nonmonetary separation quality standard with a 83.5 percent deliverable, and the nonmonetary nonseparation quality standard with a 91.4 percent deliverable.

Also both Lower Authority and Higher Authority appeals greatly exceed DOL standards for time lapse and case age. Lower Authority's 30- and 45-day time lapse are 93.1 percent and 98.9 percent, respectively. DOL standards are 60 percent for 30 days and 80 percent for 45 days. Likewise, Higher Authority's 45- and 75-day time lapse are 63.6 percent and 96.7 percent, respectively. DOL standards are 50 percent for 45 days and 80 percent for 75 days.

The average age of the Lower Authority pending appeals is 16.9 days topping DOL's 30-day standard. Higher Authority's average age of pending appeals is 35.1 days exceeding DOL's 40-day standard. DEW saw an increase tax collection rate of improper payments through involuntary wage withholdings of 86 percent over the last rating period. To improve collection processes, the agency developed internal mechanisms to communicate more effectively with S.C. employers to withhold wages, including the automation of Employer Involuntary Wage Requests, which was a manual process. Since the governor announced the stated goal of reducing energy use buy 20 percent by 2020, DEW has decreased energy use by more than 50 percent. The agency continues to look for and find opportunities to further reduce energy usage.

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DEW has identify and place surplus properties on the state surplus list. In the past year, DEW has sold eight properties with proceeds of more than \$5.7 million. Eleven other facilities and one parcel of land are currently for sale.

As the agency become more efficient, it is able to realize savings. This coupled with fewer people filing for unemployment is allowing the state to rebuild the Trust Fund. The agency also was able to cut Unemployment Insurance taxes for the second consecutive year saving taxpayers more than \$151 million over that period. The agency also is aggressively making sure the right people are receiving the right benefits. In FY 15-16, DEW collected 31 percent more in overpayments than it detected, all of which helps to keep the Trust Fund solvent. As of June 30, 2016, the Trust Funds balance was \$456.9 million.

Risk Assessment and Mitigation Strategies

Like all government agencies, the issue that could potentially have the highest impact of the citizens of South Carolina is a breach of stakeholder data. A breach would financially affect the state and the public. It would also harm the state’s and agency’s integrity by calling into question how data was being handled, in turn, destroying public trust.

This concern is why the agency’s No. 1 goal is to protect and safeguard stakeholder data. As part of the agency’s strategy, DEW is unifying its information security program, conducting privacy impact assessments monthly on selected business processes, eliminating full claimant Social Security numbers from benefit reporting, transitioning from using SSN as an identifier for claimant data and replace it with a claimant ID number, and formulating high impact security awareness messaging program for internal and external stakeholders. The agency also is ensuring that appropriate controls have been built into all information systems and programs, enhancing privacy training for all employees, and providing system access to agency staff on a need-to-know basis.

To avoid this issue from becoming a crisis, the General Assembly could:

1. Continue to support, through awareness, statewide security initiatives.
2. Fund statewide security initiatives.
3. Ensure all in the Legislature supports the concept of security.

The second issue that could have a high impact on the citizens is another recession. As we experienced during the Great Recession was the impact on the Trust Fund. The state had to borrow and pay back nearly \$1 billion to the federal government. The agency is rebuilding the fund to be able to withstand a deep recession and is conscious of the impact on businesses. We have taken a balanced approach between what the business community pays into the Trust Fund relative to what is needed to maintain its integrity and stay on the path to solvency.

To avoid this issue from becoming a crisis, the General Assembly could:

1. Ensure the Trust Fund rebuild under Regulation 47-501 is left intact.
2. Pass the work search regulation being proposed.
3. Provide adequate administration funds are in reserve to permit timely and efficient expansion of personnel to ensure spikes in unemployment claims result in the right claimants being paid and improper payments being detected and prevented.

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				Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
G	1			Maintaining Safety, Integrity and Security	Protect and safeguard the security and privacy of stakeholder data
S		1.1			Coordinate all efforts to refine and publish comprehensive polices, procedures, and standards
<i>O</i>			1.1.1		<i>Unify the Information Security Program</i>
<i>O</i>			1.1.2		<i>Develop an agency Privacy Program</i>
<i>O</i>			1.1.3		<i>Develop guidelines for role based administration of enterprise systems (% Users)</i>
<i>O</i>			1.1.4		<i>Conduct privacy impact assessments monthly on selected business processes</i>
S		1.2			Ensure confidentiality, integrity, and availability of agency information systems
<i>O</i>			1.2.1		<i>Eliminate full claimant SSN from benefit reporting</i>
<i>O</i>			1.2.2		<i>Transition from using SSN as index identifier in all claimant data and replace with claimant ID number</i>
<i>O</i>			1.2.3		<i>Ensure appropriate controls have been built into all information systems and programs</i>
<i>O</i>			1.2.4		<i>Provide system access on a need-to-know basis to agency personnel</i>
S		1.3			Security Aware Employees and Partners
<i>O</i>			1.3.1		<i>Formulate high impact security awareness messaging program for internal and external stakeholders</i>
<i>O</i>			1.3.2		<i>Formulate operational test scenarios with which to conduct spot checks among agency staff</i>
<i>O</i>			1.3.3		<i>Enhance InfoSec and Privacy training for all employees</i>
G	2			Public Infrastructure and Economic Development	Facilitate a workforce system that fosters financial stability and economic prosperity
S		2.1			Develop and issue policy and technical guidance addressing federal compliance and continuous improvement
<i>O</i>			2.1.1		<i>Develop and issue WIOA guidance regarding the state infrastructure funding mechanism and Program Year 2017 MOU/RSA</i>
<i>O</i>			2.1.2		<i>Develop and issue WIOA guidance regarding SC Works operator procurement</i>
<i>O</i>			2.1.3		<i>Develop and issue WIOA guidance regarding SC Works centers and SC Works delivery system certification standards</i>
<i>O</i>			2.1.4		<i>Develop standard Terms and Conditions for WIOA grant execution</i>
S		2.2			Meet and/or exceed performance measures established by federal and state laws and regulations
<i>O</i>			2.2.1		<i>Complete SCUBI Implementation in South Carolina</i>
<i>O</i>			2.2.2		<i>Develop policies and procedures to be Compliant with UIPL 1-16 (Due Process for FIRE)</i>
<i>O</i>			2.2.3		<i>UI Federal Measures</i>
<i>O</i>			2.2.4		<i>Veteran Performance Measures</i>
<i>O</i>			2.2.5		<i>Meet or exceed all LMI related deliverables as prescribed by DOL/ETA by Sept. 2017</i>
<i>O</i>			2.2.6		<i>Appeals/Legal Federal Measures</i>
<i>O</i>			2.2.7		<i>BAM Federal Measures</i>
<i>O</i>			2.2.8		<i>TAA, WP, and JAG</i>
S		2.3			Increase engagement of Priority Populations
<i>O</i>			2.3.1		<i>Increase Employment outcomes of Priority Populations</i>
<i>O</i>			2.3.2		<i>Expand the # of reentry programs to correctional sites</i>
<i>O</i>			2.3.3		<i>Obtain funding for JAG College Success pilot</i>
S		2.4			Improving effectiveness of Business Engagement
<i>O</i>			2.4.1		<i>Increase the number of Job Profiles</i>
<i>O</i>			2.4.2		<i>Increase the number of work-based learning and training opportunities</i>
<i>O</i>			2.4.3		<i>Engage economic developers and local chambers</i>
S		2.5			Increase employment
<i>O</i>			2.5.1		<i>Implement Maintenance Criteria for SC Work Ready Communities</i>
<i>O</i>			2.5.2		<i>Facilitate Level II resume training</i>
<i>O</i>			2.5.3		<i>Increase soft skills curriculum availability statewide</i>

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Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
S		2.6		Implement and sustain regional sector strategies	
O			2.6.1		Produce state level data analyses related to sustaining sector strategies
O			2.6.2		Regional Data Teams will be developed
O			2.6.3		Regional Planning Teams develop a structure to engage businesses from targeted sectors
S		2.7		Partnerships	
O			2.7.1		Execute Phase II MOU
O			2.7.2		Develop overall training plan for center staff
S		2.8		Improve quality and utilization of agency provided data	
O			2.8.1		Increase the number of customized data analysis reports distributed to workforce, economic development, and education partners
O			2.8.2		Increase the number of standardized and customized Performance and Reporting data analysis reports distributed to internal customers
O			2.8.3		Increase the number of standardized and customized UI data analysis reports distributed to internal customers
G	3			Healthy and Safe Families	Promote and encourage employee engagement, development, and safety.
S		3.1		Improve employee satisfaction	
O			3.1.1		Regular HR Field visits with office hours and rotating staff
O			3.1.2		Conduct Executive Director Listening tours from all levels of the organization
O			3.1.3		Respond to Virtual suggestion box submissions in a timely fashion
O			3.1.4		Enhance Employee Recognition
O			3.1.5		Career Path
O			3.1.6		Complete Analysis and review of classification and compensation state study
O			3.1.7		Develop and Rollout the BE IT Coaching Network
S		3.2		Train/Ensure Trained workforce	
O			3.2.1		UI Symposium
O			3.2.2		Job Specific Training (Central office and Local office)
O			3.2.3		Enhance understanding and management of leave
O			3.2.4		Develop quarterly quality reviews with appeals
O			3.2.5		Utilize the OSHR InfoSec and Privacy PDP for continual learning and performance evaluation of knowledge skills and abilities of key personnel
O			3.2.6		Enhance compliance with Time and attendance tracking timelines
O			3.2.7		Develop and provide updated training materials and desk references for staff on accurate time-charging.
O			3.2.8		SCUBI Training for SC Works staff
S		3.3		Manager Ownership	
O			3.3.1		Develop and produce a monthly report customized for each supervisor that details staff time-charging and includes guidance for management to use in monitoring time-charging
S		3.4		Wellness and Culture of Safety	
O			3.4.1		Implement new Working Wellness initiatives from third party assessment
O			3.4.2		Complete comprehensive external evaluation of workplace safety
O			3.4.3		Complete ADA compliance for agency buildings
O			3.4.4		Workplace Safety policy review and standards monitoring
O			3.4.5		Develop E-Learning modules to provide safety tools and education
S		3.5		Strengthen the onboarding process	
O			3.5.1		Provide training for Reference Checks and Interviews
O			3.5.2		Minimize hiring process timeframe
O			3.5.3		Document phases and accountability for entire recruitment process
G	4			Government and Citizens	Enhance Customer Service for all Internal and External stakeholders.
S		4.1		Have customers view unemployment insurance and employment services as one continuous process	
O			4.1.1		Increase WED staff's knowledge of basic UI eligibility requirements and procedures by providing FAQ training to WED staff

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Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			4.1.2		Increase UI claimant awareness of ES programs by providing WED services information to UI hub staff
S		4.2			Outreach to external stakeholders regarding agency services and stakeholder responsibilities
O			4.2.1		Colocation of additional partners within comprehensive SC Works Centers
O			4.2.2		Outreach to business community
S		4.3			Measure Quality of Service
O			4.3.1		UI Call Center Metrics
O			4.3.2		UI QA Metrics
O			4.3.3		Satisfaction Survey Metrics
O			4.3.4		Incorporate 100% of all report requests (Internal and external) into Footprints by December 2017
O			4.3.5		Enhance IT Service Delivery measures and performance reporting
S		4.4			Provide greater opportunities for stakeholder self service
O			4.4.1		Complete SCUBI Implementation
O			4.4.2		Enhance IVR
O			4.4.3		Phase 2 of ETPL
S		4.5			Implementing enhanced technology for easier customer usage
O			4.5.1		SCUBI
O			4.5.2		TMT
O			4.5.3		UI Reporting Dashboard/QA Reporting
O			4.5.4		Imaging Enhancement
O			4.5.5		TRA
G	5			Public Infrastructure and Economic Development	Increase organizational efficiencies to maximize available resources and taxpayer dollars.
S		5.1			Improve process and staff productivity
O			5.1.1		Complete SCUBI Implementation
O			5.1.2		Increase wage withholdings of improper payments to claimants and taxes owed by businesses
O			5.1.3		Increase wage withholdings of improper payments to claimants using involuntary collection methods to facilitate financial stability for claimant benefits
O			5.1.4		Interstate Integration
O			5.1.5		Incorporate 100% of Business Intelligence data into Data Warehouse by December 2017
O			5.1.6		Develop Standardized referral report guidelines for referrals from FIRE to OGC
O			5.1.7		Facilitate timely disposition of FIRE referrals
O			5.1.8		FOIA and Subpoenas are responded to and resolved in a timely fashion
O			5.1.9		Restructure Lower Authority organization to increase productivity and improve efficiency
O			5.1.10		Replace legacy cost/financial accounting systems (FARS/Accountmate)
O			5.1.11		Establish improved internal controls over Cashiering by preparing, implementing and monitoring SOP's
O			5.1.12		Enhance existing and develop and monitor additional systems of internal controls
S		5.2			Maximize fiscal accountability and transparency
O			5.2.1		Enterprise projects completed on or under budget
O			5.2.2		Decrease Energy Consumption (State goal of 20% by 2020)
O			5.2.3		Create budget forecast for each program based on actual expenditures, reconciled from FARS to SCEIS by budget line item
O			5.2.4		Enhance existing and develop and monitor additional systems of internal controls
O			5.2.5		Replace legacy cost/financial accounting systems (FARS/Accountmate)
O			5.2.6		Establish internal controls over Cashiering by preparing, implementing and monitoring SOP's
S		5.3			Improve communication and coordination between WED and UI
O			5.3.1		Facilitate quarterly meeting between WED Regional Managers and UI Hub Managers

Agency Name:	SC Department of Employment and Workforce			N/A - New - New Metric	Fiscal Year 2016-17
Agency Code:	R600	Section:		N/A - Complete - Goal Completed or tracking not feasible	Accountability Report
					Strategic Planning Template

Type	Goal	Item # Strat	Object	Associated Enterprise Objective	Description
O			5.3.2		Facilitate coordinated policy and procedure updates
O			5.3.3		Continuous exchange of key information and needs
S		5.4		Continuous evaluation of real property	
O			5.4.1		Ensure Buildings identified as potential surplus are placed on the State Surplus list with DoA
O			5.4.2		Decrease deferred maintenance costs for Central Office Complex in Columbia
S		5.5		Enhance Oversight of enterprise projects	
O			5.5.1		Submitted IMPC requests will include all required docs and a comprehensive business case
O			5.5.2		Minimize Change Orders submitted on projects
O			5.5.3		Utilize standardized Project Management Methodologies on all projects
O			5.5.4		Enterprise projects Completed on time
S		5.6		Improve oversight and monitoring of grants	
O			5.6.1		Perform monthly or quarterly monitoring of grant recipients
O			5.6.2		Provide initial and on-going technical assistance to grant recipients
O			5.6.3		Create and implement a desk monitoring process to substantiate reported obligations for federal funds awarded to subrecipients
O			5.6.4		Develop, design and implement a process for planning audits and federal fiscal/program monitoring engagements including budgeted hours and dollars
S		5.7		Optimize Finance processes and procedures	
O			5.7.1		Create and implement a monthly rollforward for overpayment receivable for fiscal year
O			5.7.2		Develop a program to produce an accounts payable aging report at monthend for reconciliation to FARS and for AP and Management review.
O			5.7.3		Develop and produce a monthly balance sheet and statement of revenues, expenditures and changes in fund balances for the Agency Administrative Fund.
O			5.7.4		Reconciliation/Process implementation to balance SCEIS/FARS by Fund, Cost Center and Grant
O			5.7.5		UI RJM quarterly review, via producing a report comparing the actual hours/costs vs. amounts approved in the planning targets for the FY.
O			5.7.6		Replace legacy cost/financial accounting systems (FARS/Accountmate)
S		5.8		Develop SOP/Manuals by division	
O			5.8.1		Develop Appeals Handbook
O			5.8.2		Develop higher and lower tax appeals Standard Operating Procedure (SOP) document
O			5.8.3		Legal Insurance Reimbursement Process - Document process and develop service levels
O			5.8.4		Review all FIRE policies and procedures and modify as needed
O			5.8.5		Re-Write Purchasing Card and Procurement Manual by February 28, 2017
O			5.8.6		Create and launch a plan to develop a Finance policies and procedures manual.

Agency Name: SC Department of Employment and Workforce

Fiscal Year 2015-16
Accountability Report

Agency Code: R600 Section: 000

Performance Measurement Template

Item	Performance Measure	Target Value	Actual Value	Future Target Value	Time Applicable	Data Source and Availability	Calculation Method	Associated Objective(s)
1	Unify the Information Security Program	N/A - New	N/A - New	100%				1.1.1
2	Develop an agency Privacy Program	N/A - New	N/A - New	100%				1.1.2
3	Develop Agency Privacy Statement	N/A - New	N/A - New	100%				1.1.2
4	Develop guidelines for role based administration of enterprise systems (% Users)	N/A - New	N/A - New	100%				1.1.3
5	Conduct privacy impact assessments monthly on selected business processes	N/A - New	N/A - New	100%				1.1.4
6	Eliminate full claimant SSN from benefit reporting	N/A - New	N/A - New	Yes				1.2.1
7	Transition from using SSN as index identifier in all claimant data and replace with claimant ID number	N/A - New	N/A - New	Yes				1.2.2
8	Ensure appropriate controls have been built into all information systems and programs	N/A - New	N/A - New	100%				1.2.3
9	Provide system access on a need-to-know basis to agency personnel	N/A - New	N/A - New	100%				1.2.4
10	Formulate high impact security awareness messaging program for internal and external stakeholders	N/A - New	N/A - New	100%				1.3.1
11	Formulate operational test scenarios with which to conduct spot checks among agency staff	N/A - New	N/A - New	100%				1.3.2
12	Enhance Infosec and Privacy training for all employees	N/A - New	N/A - New	100%				1.3.3
13	SCUBI Live	N/A - New	No	Yes		P&P		2.2.1, 4.4.1, 4.5.1, 5.1.1
14	Compliance with UIPL 1-16	N/A - New	N/A - New	Yes		P&P		2.2.2
15	First Payment Time Lapse - Interstate	N/A - New	N/A - New	>= 70%				2.2.3
16	First Payment Time Lapse - Intrastate	N/A - New	N/A - New	>=87%				2.2.3
17	Nonmonetary nonsepartation quality	N/A - New	N/A - New	>=75%				2.2.3
18	Nonmonetary Separations Quality	N/A - New	N/A - New	>=75%				2.2.3
19	New Employee Status Determinations Time Lapse - 90 day	N/A - New	N/A - New	>=70-%				2.2.3
20	New Employee Status Determinations Time Lapse - 180 day	N/A - New	N/A - New	>=70%				2.2.3
21	Tax Quality	N/A - New	N/A - New	<= 3 TPS Failings				2.2.3
22	Effective Audit Measure - Factor 1	N/A - New	N/A - New	>= 1%				2.2.3
23	Effective Audit Measure - Factor 2	N/A - New	N/A - New	>= 2%				2.2.3
24	Effective Audit Measure - Factor 3	N/A - New	N/A - New	>= 3%				2.2.3
25	Effective Audit Measure - Factor 4	N/A - New	N/A - New	>=1				2.2.3
26	Effective Audit Measure - Meets or Exceeds	N/A - New	N/A - New	>=7				2.2.3
27	Meet or exceed all Federal deliverables as prescribed by DOL/ETA by Sept. 2017	N/A - New	N/A - New	100%				2.2.5
28	Ensure that Lower Authority Appeals (LAA) meets or exceeds federal DOL appeals timeliness requirements (known as time lapse and case aging measurements), to be calculated monthly based on a three-month rolling average.	80%	100%	100%				2.2.6
29	ensure that Higher Authority Appeals (HAA) meets or exceeds federal DOL appeals timeliness requirements (known as time lapse and case aging measurements), to be calculated monthly based on a three-month rolling average.	80%	100%	100%				2.2.6
30	% of BAM cases signed-off within 60 days	N/A - New	N/A - New	70%				2.2.7
31	% of BAM cases signed-off within 90 days	N/A - New	N/A - New	95%				2.2.7
32	% of BAM cases signed-off within 120 days	N/A - New	N/A - New	100%				2.2.7
33	% of BAM denial cases signed-off within 60 days	N/A - New	N/A - New	70%				2.2.7
34	% of BAM denial cases signed-off within 90 days	N/A - New	N/A - New	95%				2.2.7
35	% of BAM denial cases signed-off within 120 days	N/A - New	N/A - New	100%				2.2.7
36	TAA Entered Employment Rate	N/A	71.5	71.5				2.2.8
37	Veterans Entered Employment Rate	56%	61%	57%				2.2.8
38	WIOA Adult Employed in the 2nd Quarter After Exit Rate	N/A	N/A	73.1				2.2.8
39	WIOA Dislocated Worker Employed in the 2nd Quarter After Exit Rate	N/A	N/A	77				2.2.8
40	WP Employed in the Second Quarter After Exit Rate	73.70%	72.80%	71.50%	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
41	TAA Employment Retention Rate	93.1	93.1	91.2	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
43	WIOA Adult Employed in the 4th Quarter After Exit Rate	N/A - New	N/A - New	70.8	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8

44	WIOA Dislocated Worker Employed in the 4th Quarter After Exit Rate	N/A - New	N/A - New	75	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
45	WP Employed in the 4th Quarter After Exit Rate	92.90%	93.10%	91.20%	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
46	TAA Six-Month Average Earnings	15512	15512	20149	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
47	Veterans Six-Month Average Earnings	\$14,971	\$15,785.00	\$15,000	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
48	WIOA Adult Median Earnings in the 2nd Quarter After Exit Rate	N/A - New	N/A - New	4628	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
49	WIOA Dislocated Worker Median Earnings in the 2nd Quarter After Exit Rate	N/A - New	N/A - New	6100	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
50	WP Median Earnings in the 2nd Quarter After Exit Rate	N/A - New	N/A - New	\$4,405	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
51	Percentage of TAA Participants Who Receive Training	N/A - New	N/A - New	TBD	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
52	Percentage of WIOA Participants Who Receive Training	N/A - New	N/A - New	TBD	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
53	WIOA Youth Employment Rate 2nd Quarter after Exit	N/A - New	N/A - New	75.1	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
54	WIOA Youth Employment Rate 4th Quarter after Exit	N/A - New	N/A - New	67.6	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
55	WIOA Youth Credential Attainment within 4 Quarters after Exit	N/A - New	N/A - New	68.1	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
56	Number of businesses served with RR IWT	N/A - New	4	20	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
57	Number of new and repeat business customers	N/A - New	17,855	TBD	July 1 - June 30	SC Works Online Services, Nightly	Monthly	2.2.8
58	JAG - Further Education Rate	30%	54.19	30%	July 1 - June 30	SC Works Online Services, Nightly	Quarterly	2.2.8
59	JAG - Graduation Rate	90%	99.10%	90%	July 1 - June 30	SC Works Online Services, Nightly	Monthly	2.2.8
60	JAG - Total in Full-Time Jobs	60%	83.19%	60%	July 1 - June 30	SC Works Online Services, Nightly	Monthly	2.2.8
61	JAG - Total in Full-Time Placement	80%	94.40%	80%	July 1 - June 30	SC WOTC Database, Weekly	Monthly	2.2.8
62	JAG - Total Positive Outcomes	62.86%	54.19%	30.00%	August - June	JAG e-NDMS, Quarterly	Annually	2.2.8
63	JAG - Unable to Contact Rate	95.53%	99.11%	90.00%	August - June	JAG e-NDMS, Quarterly	Annually	2.2.8
64	Increase Employment outcomes of Priority Populations	N/A - New	N/A - New	Yes				2.3.1
65	Expand the # of reentry programs to correctional sites	N/A - New	N/A - New	20%				2.3.2
66	Obtain funding for JAG College Success pilot	N/A - New	N/A - New	Yes				2.3.3
67	Increase the number of work-based learning and training opportunities	N/A - New	N/A - New	20%				2.4.2
68	Level II Resume Training 75% Complete	N/A - New	N/A - New	75%		P&P		2.5.2
69	Increase soft skills curriculum availability statewide	N/A - New	N/A - New	Yes				2.5.3
70	Produce state level data analyses related to sustaining sector strategies	N/A - New	N/A - New	Yes				2.6.1
71	Regional Data Teams will be developed	N/A - New	N/A - New	Yes				2.6.2
72	Regional Planning Teams develop a structure to engage businesses from targeted sectors	N/A - New	N/A - New	Yes				2.6.3
73	Execute Phase II MOU	N/A - New	N/A - New	Yes				2.7.1
74	Develop overall training plan for center staff	N/A - New	N/A - New	Yes				2.7.2
75	Train 50% of Agency and Partner staff to use Business Intelligence data and analysis in job performance by June 2017	N/A - New	N/A - New	50%				2.7.2
76	Train 50% of Agency and Partner staff to use Business Intelligence data and analysis in job performance by June 2017	N/A - New	N/A - New	50%				2.7.2
77	Increase the number of customized data analysis reports distributed to workforce, economic development, and education partners by 20% by June 30, 2017	500	1249	500				2.8.1
78	Increase the number of standardized and customized Performance and Reporting data analysis reports distributed to internal customers by 10% by June 30, 2017	N/A - New	N/A - New	50				2.8.2

79	Increase the number of standardized and customized UI data analysis reports distributed to internal customers by 10% by June 30, 2017	N/A - New	N/A - New	50				2.8.3
80	Regular HR Field visits with office hours and rotating staff	N/A - New	N/A - New	100%				3.1.1
81	Conduct Executive Director Listening tours from all levels of the organization	50	63	50		ASO	Manual count of small group meetings and tracking document of suggestions from meetings.	3.1.2
82	Virtual suggestion box	69%	78%	75		ASO	Manual count of submissions received and response on percent of suggestions based on Complete, In Progress, Hold, Not Viable.	3.1.3
83	Employee Recognition	N/A - New	N/A - New	100%				3.1.4
84	UI Career Path	N/A - New	N/A - New	Yes				3.1.5
85	Complete Analysis and review of classification and compensation state study	N/A - New	N/A - New	100%				3.1.6
86	Develop and Rollout the BE IT Coaching Network to pilot group	N/A - New	N/A - New	100%				3.1.7
87	Hold UI Symposium	N/A - New	N/A - New	Yes				3.2.1
88	Job Specific Training (Central office and Local office)	N/A - New	N/A - New	80%				3.2.2
89	Enhance understanding and management of leave	N/A - New	N/A - New	Yes				3.2.3
90	Develop quarterly quality reviews with appeals	N/A - New	N/A - New	100%				3.2.4
91	Utilize the OSHR InfoSec and Privacy PDP for continual learning and performance evaluation of knowledge skills and abilities of key personnel	N/A - New	N/A - New	Yes				3.2.5
92	Enhance compliance with Time and attendance tracking timelines	N/A - New	N/A - New	95%				3.2.6
93	Develop and provide updated training materials and desk references for staff on accurate time-charging.	N/A - New	N/A - New	Yes				3.2.7
94	SCUBI Training for SC Works staff	N/A - New	N/A - New	Yes				3.2.8
95	Develop and produce a monthly report customized for each supervisor that details staff time-charging and includes guidance for management to use in monitoring time-charging	N/A - New	N/A - New	100%				3.3.1
96	Implement new Working Wellness initiatives from third party assessment	5	11	5		ASO	Recommendations for initiatives from Working Well assessment site; SC Hospital Association	3.4.1
97	Complete comprehensive external evaluation of workplace safety	N/A - New	N/A - New	100%		ASO	New initiative. Goal is to have an analysis and plan in place by 6-30-17.	3.4.2
98	Complete ADA compliance for agency buildings	N/A - New	N/A - New	9		ASO	ADAAG Consulting plan; manual tracking of High and Medium priority buildings.	3.4.3
99	Workplace Safety policy review and standards monitoring	N/A - New	N/A - New	100%				3.4.4
100	Develop E-Learning modules to provide safety tools and education	N/A - New	N/A - New	100%				3.4.5
101	Provide training for Reference Checks and Interviews	N/A - New	N/A - New	100%				3.5.1
102	Measure hiring process timeframe	N/A - New	N/A - New	100%				3.5.2
103	Document phases and accountability for entire recruitment process	N/A - New	N/A - New	200%				3.5.3
104	Increase WED staff's knowledge of basic UI eligibility requirements and procedures by providing FAQ training to 75% of WED staff (to include pre and post test results)	N/A - New	N/A - New	75%				4.1.1
105	Increase UI claimant awareness of ES programs by providing UI hub staff with WED training/script	N/A - New	N/A - New	Yes				4.1.2
106	Additional Colocated Partners	N/A - New	N/A - New	1		P&P		4.2.1
107	Outreach to business community	N/A - New	N/A - New	Yes				4.2.2
108	UI Outreach	N/A - New	N/A - New	Yes				4.2.3
109	WED Outreach	N/A - New	N/A - New	Yes				4.2.3
110	Cheryl Speaking Goal	N/A - New	N/A - New	100%				4.2.3
111	Develop Speaker's Bureau	N/A - New	N/A - New	100%				4.2.3
112	QA - Phones	N/A - New	N/A - New	80		UI		4.3.2
113	QA - Fact Findings	N/A - New	N/A - New	80		UI		4.3.2
114	QA - Initial Claims Review	N/A - New	N/A - New	95		UI		4.3.2
115	QA - Local Office Adjudication	N/A - New	N/A - New	85		UI		4.3.2
116	QA - Eligibility Review	N/A - New	N/A - New	Baseline		UI		4.3.2
117	QA - RESEA	N/A - New	N/A - New	Baseline		UI		4.3.2

118	Satisfaction Surveys	N/A - New	N/A - New	Yes		UI		4.3.3
119	UI Satisfaction Metrics	N/A - New	N/A - New	Yes				4.3.3
120	Job Seeker Satisfaction Metrics	N/A - New	N/A - New	Yes				4.3.3
121	Business' Satisfaction Metrics	N/A - New	N/A - New	Yes				4.3.3
122	IT Satisfaction Survey	N/A - New	N/A - New	Yes				4.3.3
123	IT Service request response rate within SLA	N/A - New	N/A - New	90%				4.3.5
124	IT Service request resolution rate within SLA	N/A - New	N/A - New	90%				4.3.5
125	IT Service request escalation to resolution rate within SLA	N/A - New	N/A - New	90%				4.3.5
126	IT Service delivery customer satisfaction survey	N/A - New	N/A - New	90%				4.3.5
127	IT Data Center availability	N/A - New	N/A - New	99.90%				4.3.5
128	IVR Phase I	N/A - New	N/A - New	100%				4.4.2
129	IVR Phase II	N/A - New	N/A - New	100%				4.4.2
130	IVR Phase III	N/A - New	N/A - New	100%				4.4.2
131	Phase 2 of ETPL	N/A - New	N/A - New	100%				4.4.3
132	UI Reporting Dashboard/QA Reporting	N/A - New	N/A - New	100%				4.5.3
133	Agency Imaging Enhancement	N/A - New	N/A - New	Yes				4.5.4
134	TRA System Implemetation	N/A - New	N/A - New	Yes				4.5.5
135	Tax Modernization Project	N/A - New	N/A - New	Yes				4.8.2
136	Replace legacy cost/financial accounting systems (FARS/Accountmate)	66%	5%	50%				5.1.10
137	Increase wage withholdings of improper payments to claimants and taxes owed by businesses	N/A - New	N/A - New	Baseline				5.1.2
138	Increase wage withholdings of improper payments to claimants using involuntary collection methods to facilitate financial stability for claimant benefits	N/A - New	N/A - New	Baseline		UI		5.1.3
139	Interstate Integration	N/A - New	N/A - New	100%				5.1.4
140	Incorporate 75% of Business Intelligence data into Data Warehouse by December 2017	N/A - New	N/A - New	75%				5.1.5
141	Develop Standardized referral report guidelines for referrals from FIRE to OGC	N/A - New	N/A - New	Yes				5.1.6
142	In Coordination with Attorney General's office, decisions on formal referrals from the FIRE unit will be made within six (6) months of receipt (where decision is either to prosecute, decline to prosecute, pursue other remedies, or conduct further investigation.	N/A - New	N/A - New	100%				5.1.7
143	FOIA requests are handled in accordance with law	N/A - New	N/A - New	100%				5.1.8
144	Subpoenas are responded to in 10 business days.	N/A - New	N/A - New	100%				5.1.8
145	Restructure Lower Authority organization to increase productivity and improve efficiency	N/A - New	N/A - New	100%				5.1.9
146	Enterprise projects completed on or under budget	N/A - New	N/A - New	>=95%				5.2.1
147	Decrease Energy Consumption (State goal of 20% by 2020)	9,179,203 KWH	7,032,300 KWH	9,179,203 KWH		ASO	Facility Dude program reports generated for Energy Office on a yearly basis	5.2.2
148	Reduce the number of budget errors that occur and update the forecast to be an accurate picture based on the grant award and terms/conditions.	N/A - New	N/A - New	<5				5.2.3
149	By January 31, 2017, create a budget forecast for every program based on actual expenditures that are reconciled from FARS to SCEIS by budget line item.	N/A - New	N/A - New	100%				5.2.3
150	Interstate reimbursement time-lapse (# days)	14	1	14				5.2.4
151	By October 2016 create and implement the checklist for primary preparer and reviewer for UI Accounting processes	N/A - New	N/A - New	100%				5.2.4
152	By June 2017, create and implement desk monitoring process to substantiate reported obligations for federal funds awarded to subrecipients.	N/A - New	N/A - New	100%	6/30/2016			5.2.4
153	Establish improved internal controls over Cashiering by preparing, implementing and monitoring SOP's	N/A - New	N/A - New	100%				5.2.6
154	Quarterly WED and UI Meetings	N/A - New	N/A - New	Yes		P&P		5.3.1
155	Ensure Buildings identified as potential surplus are placed on the State Surplus list with DoA	100%	100%	100%		ASO	# of properties on State Surplus list divided by # of properties identified as surplus to the Agency	5.4.1
156	Decrease deferred maintenance costs for Central Office Complex in Columbia	N/A - New	N/A - New	100%		ASO	DoFA invoices; Finance records	5.4.2
157	Submitted IMPC requests will include all required docs and a comprehensive business case	N/A - New	N/A - New	>=90%				5.5.1
158	Minimize Change Orders submitted on projects	N/A - New	N/A - New	>=90%				5.5.2
159	Utilize standardized Project Management Methodologies on all projects	N/A - New	N/A - New	>=90%				5.5.3

160	Enterprise projects Completed on time	N/A - New	N/A - New	>=90%				5.5.4
161	Develop, design and implement a process for planning audits and federal fiscal/program monitoring engagements including budgeted hours and dollars	N/A - New	N/A - New	100%				5.6.4
162	Create and implement a monthly rollforward for overpayment receivable for fiscal year	N/A - New	N/A - New	100%				5.7.1
163	Develop a program to produce an accounts payable aging report at monthend for reconciliation to FARS and for AP and Management review.	N/A - New	N/A - New	100%				5.7.2
164	Develop and produce a monthly balance sheet and statement of revenues, expenditures and changes in fund balances for the Agency Administrative Fund.	N/A - New	N/A - New	100%				5.7.3
165	Reconciliation/Process implementation to balance SCEIS/FARS by Fund, Cost Center and Grant	100%	65%	100%				5.7.4
166	UI RJM quarterly review, via producing a report comparing the actual hours/costs vs. amounts approved in the planning targets for the FY.	N/A - New	N/A - New	100%				5.7.5
167	Develop Appeals Handbook	N/A - New	N/A - New	Yes				5.8.1
168	Develop higher authority and lower authority tax appeals Standard Operating Procedure (SOP document	N/A - New	N/A - New	Yes				5.8.2
169	Legal Insurance Reimbursement Process - Document process and develop service levels	N/A - New	N/A - New	Yes				5.8.3
170	Review all FIRE policies and procedures and modify as needed	N/A - New	N/A - New	Yes				5.8.4
171	Re-Write Purchasing Card and Procurement Manual by February 28, 2017	N/A - New	N/A - New	100%				5.8.5
172	Create and launch a plan to develop a Finance policies and procedures manual.	N/A - New	N/A - New	100%				5.8.6
173	Develop Grants Oversight Committee and Grants Management Policy in order to streamline grant management, reporting and oversight throughout the agency, and hold a kickoff meeting to review the draft policy roles and charter document by March 31, 2016.	100%	100%	N/A - Complete	16-Mar	Internal tracking of milestones	Percent of tasks completed	5.6.1
174	By October 31, 2015, produce a dashboard incorporating detailed customer traffic data and related financial data to be used as a decision-making tool for management, and present recommended baseline metrics for approval.	100%	100%	N/A-Complete	15-Oct	Internal tracking of milestones	Percent of tasks completed	5.1.12
175	By October 31, 2015, produce a monthly report customized for each agency supervisor that details actual staff time-charging, compares that information to budgeted/slotted funding, and includes plain-language guidance for management to use in monitoring staff time-charging to various funding sources.	100%	90%	100%	15-Oct	Internal tracking of milestones	Percent of tasks completed	3.2.7
176	Purchasing process automation	66%	5%	50%	Jan. 2017	Implementation RFP Project Management	Percent of tasks completed	5.8.5
177	Trust Fund Debt as of 6/30	0	0	0	June 30th	US Treasury, Monthly	Debt as of June 2014 and June 2015	5.2.3
178	Average Number business days from receipt of invoice to entry for operating expenses (DEW a/p)	3	2.62	3	June 30th	Internal Tracking Sheet	Total # days / total # invoices	5.2.4
179	Average Number business days from receipt of invoice to entry for travel reimbursements (DEW a/p)	3	1.54	3	June 30th	Internal Tracking Sheet	Total # days / total # travel reimb. Requests	5.2.4
180	General accounting month-end closing (Number business days)	8	8	8	May 31st	FARS	General accounting month-end closing (# business days)	5.2.5
181	% of timesheets requiring amendment	< 1%	0.80%	< 1%	June 30th	Manual tracking	% of amended timesheets / total timesheets submitted	5.2.6
182	% of transactions out of balance - SCEIS vs. FARS	1.81%	0.80%	< 1%	June 30th	Business Objects report (FARS/SCEIS)	Absolute # of transaction-level variances per month / total transactions	5.2.7
183	RFD processing time (Number business days)	2.83	1.38	3	June 30th	Manual tracking	# business days between RFD receipt and funds disbursement	5.2.8
184	Avg. Finance FSR processing time (Number business days)	8.29	1.27	7	June 30th	Manual tracking	# business days from receipt of FSR until reviewed and finalized by Finance	5.2.9
185	Purchase requisition to PO issuance lead-time (Number business days)	6.26	9.29	5	June 30th	Manual tracking	Avg # business days between PR receipt and PO issuance	5.2.10
186	% of PRs sent back to requestor for additional information	9.50%	2.40%	8.00%	June 30th	Manual tracking	Purchase requisition needing additional information (%)	5.2.11
187	Number of PO's unmatched between SCEIS and FARS	118	49	< 25	June 30th	Business Objects report (FARS/SCEIS)	Absolute # of unmatched POs at month end	5.2.12
188	Financial Status lead time (Number business days after month-end close)	4	4	N/A - Complete	June 30th	Manual tracking	# business days between month-end close and receipt of financial status summary report	5.2.13

189	Financial Status revision time (Number business days after initial status received)	1	0	N/A - Complete	June 30th	Manual tracking	# business days between receiving initial report and approving final report	5.2.14
190	UI accounting general ledger monthly closing (Number business days)	6	6	N/A - Complete	May 31st	UI General Ledger	# business days between month-end and closing the month in the UI Accounting general ledger	5.2.15
191	Review RSA agreements for potential cost-savings and reductions in net disbursed amounts.	1,211,000	326,522	325,000			Calculation Method: Total net billings to and from each local area as outlined in the RSA.	5.2.16
192	Incorporate 75% of all report requests (Internal and External) info Footprints by December 2017	N/A - New	N/A - New	75%				4.3.4
193	Number of Students with access to SCOIS	742,325	753,485	N/A - Complete				2.2.3
194	Number of educational sites with access to SCOIS	1270	1298	N/A - Complete				2.2.4
195	% Claimants completing online work search	100%	92%	N/A - Complete				2.2.5
196	% New Employer Accounts Established within 90 Days	70%	87%	70%				2.2.6
197	% Contribution Reports Filed through SCBOS	50%	42%	50%				2.2.7
198	% Wage Reports Filed through SCBOS	50%	42%	50%				2.2.8
199	% Tax Payments received through SCBOS	50%	29.80%	50%				2.2.9
200	% Contributory Reports Filed Timely	100	93%	100%				2.2.10
201	Non-Monetary Time Lapse	80%	88%	80%				2.2.11
202	Quality Score Separation Issues	75%	88%	75%				2.2.12
203	Quality Score Non-Separation Issues	75%	98%	75%				2.2.13
204	% of Claimants Exhausting Benefits	<30%	28.6	<30%				2.2.14
205	Average duration of UI benefits	< 10 weeks	12.2 Weeks	< 10 weeks				2.2.15

Agency Name: SC Department of Employment and Workforce

Fiscal Year 2015-16
Accountability Report

Agency Code: R600 Section: 000

Program Template

Program/Title	Purpose	FY 2015-16 Expenditures (Actual)				FY 2016-17 Expenditures (Projected)				Associated Objective(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I. Admin	To provide executive leadership and administrative services for the Agency.	\$ -	\$ 201,415	\$ 10,143,195	\$ 10,344,610	\$ -	\$ 38,217	\$ 18,763,526	\$ 18,801,743	
II. ES	To provide for the matching of job seekers with employers who need workers.	\$ -	\$ 1,354,712	\$ 11,224,965	\$ 12,579,677	\$ -	\$ 4,896,604	\$ 8,791,848	\$ 13,688,452	
III. UI	To provide for assessing and collecting Unemployment Insurance Taxes. Oversees the filing of unemployment claims and	\$ -	\$ 78,199	\$ 34,059,676	\$ 34,137,875	\$ -	\$ 929,314	\$ 34,471,399	\$ 35,400,713	
IV. WIA	To assist businesses in meeting their needs for skilled workers and provide individuals with access to training that helps them	\$ -	\$ 1,076,731	\$ 39,614,644	\$ 40,691,375	\$ -	\$ 995,738	\$ 40,141,991	\$ 41,137,729	
V. Trade	Provides reemployment services to workers adversely impacted by increased imports or by a shift in production of services to another	\$ -	\$ -	\$ 10,063,648	\$ 10,063,648	\$ -	\$ -	\$ 7,164,045	\$ 7,164,045	
VI. SCOIS	To provide information to improve the way young people and adults plan careers, make educational training decisions and find jobs.	\$ 374,038	\$ 39,510	\$ -	\$ 413,548	\$ -	\$ 42,953	\$ 4,164,045	\$ 4,206,998	

Agency Name: SC Department of Employment and Workforce

Fiscal Year 2015-16
Accountability Report

Agency Code: R600 **Section:** 000

Legal Standards Template
Associated Program(s)

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Associated Program(s)
1	§§ 1-23-110 -- 160	State	Statute	These provisions set forth the procedures for promulgating proposed agency regulations; Provides for publication of notice, public participation, public hearings, contesting regulation for procedural defects, regulation processes, required reports, General Assembly approval, disapproval and modification of regulations, petitions, emergency regulations, duties of state agencies to provide public inspection and information, and appeals contesting agency authority to promulgate regulations	
2	§§ 1-23-320 -- 360	State	Statute	Governs administrative procedures, appeals and hearings before DEW and other state agencies; Sets forth procedures, notice requirements, record of hearing, evidentiary matters, and final agency decision or order in contested case hearings.	
3	§ 1-23-380	State	Statute	Governs judicial review of appeals of final administrative decisions of DEW; Appeal must be filed/served within 30 days to Administrative Law Court; Scope of review is confined to record and to determining whether DEW's decision is supported by substantial evidence or controlled by error of law.	
4	§§ 41-27-10 -- 40	State	Statute	These general provisions establish: 1) the public policy of the state to provide eligible claimants unemployment benefits; 2) the coverage of employers is not intended to be identical to the coverage requirements of the Federal Internal Revenue Code; and 3) the General Assembly may amend or repeal Chapters 27-41 of Title 41 at any given time.	
5	§§ 41-27-110 -- 390	State	Statute	These sections list definitions of common terms throughout Chapters 27 through 41 of Title 41.	
6	§ 41-27-410	State	Statute	Establishes the computation of the administrative contingency assessment and to whom it applies.	

7	§ 41-27-510	State	Statute	Establishes that DEW must promulgate regulation applicable to individuals who are unemployed in any manner.
8	§ 41-27-520	State	Statute	Establishes the threshold for which included and excluded services for an employer will be considered employment.
9	§ 41-27-525	State	Statute	Establishes that an eligible individual whose base period includes part-time work shall not be denied benefits for seeking part-time employment.
10	§ 41-27-530	State	Statute	Establishes that an employing unit which maintains two or more establishments will be considered a single employing unit for purposes of these Chapters.
11	§ 41-27-540	State	Statute	Indicates that a person employed to assist agents or employees of an employing unit will be deemed an employee of the employing unit.
12	§ 41-27-550	State	Statute	Provides that under appropriate circumstances DEW may enter into agreements with other state and federal agencies.
13	§ 41-27-560	State	Statute	Provides that reports or communications made during the normal course of business cannot be used in a libel or slander suit.
14	§ 41-27-570	State	Statute	Provides that DEW must be a party to any suit to enjoin the collection of contributions and that the AG's Office or a DEW attorney must defend the suit.

15	§ 41-27-580	State	Statute	Provides that in a civil action DEW may be defended by a DEW attorney or the AG's Office.
16	§ 41-27-590	State	Statute	Provides that in cases of significant fraud or criminal violations of Chapters 27 through 41, the cases shall be referred to/prosecuted by the AG's Office.
17	§ 41-27-600	State	Statute	Establishes the DEW may settle cases and provides a procedure to follow upon the decision to compromise.
18	§ 41-27-610	State	Statute	Establishes that the failure to do an act anywhere in the state under Chapters 27 through 41 shall be deemed, in part, a failure to do an act in Columbia.
19	§ 41-27-620	State	Statute	Establishes that a certificate of DEW that a required act was not done is prima facie evidence of the alleged action.
20	§ 41-27-630	State	Statute	Provides that neither DEW nor the state is liable for any sum in excess of the amount of available money to pay benefits.
21	§ 41-27-640	State	Statute	Provides that unemployment insurance coverage is extended to political subdivisions of the state.
22	§ 41-27-650	State	Statute	Provides that DEW must work with the Budget and Control Board and the Dept. of Commerce on certain computer hardware and software matters.
23	§§ 41-27-700 -- 750	State	Statute	Establishes the DEW Review Committee and provides for the Committee's organization, duties, powers, membership, expenses, staff support and reports and recommendations the Committee may make.
24	§ 41-27-760	State	Statute	Establishes rules of behavior for prospective candidates for the Appellate Panel and for the General Assembly in the election of Appellate Panel members.

25	§ 41-29-20 -- § 41-29-35	State	Statute	Establishes the creation of DEW and the provides for the appointment, removal, compensation and duties of the Executive Director.
26	§ 41-29-40	State	Statute	Establishes the creation of the Unemployment Compensation and Employment Services divisions of DEW and provides that each must have a director.
27	§ 41-29-50	State	Statute	Establishes the Executive Director may appoint an advisory council and provides for the membership of the council.
28	§§ 41-29-70 -- 80	State	Statute	Establishes the personnel and standards for personnel for DEW.
29	§ 41-29-110	State	Statute	Establishes the powers and duties of DEW.
30	§ 41-29-120	State	Statute	Establishes the DEW must maintain and publish various reports and statistics and provides that DEW may require that employing units provide DEW with certain reports and statistics.
31	§ 41-29-140	State	Statute	Establishes the DEW must maintain and publish various reports and statistics and provides that DEW may require that employing units provide DEW with certain reports and statistics.

32	§§ 41-29-150-- 170	State	Statute	Establishes that information DEW obtains is confidential, not open to the public, and cannot reveal the individual's or employing unit's identity. Also establishes defined exceptions to this general rule.
33	§ 41-29-180	State	Statute	Establishes that DEW should attempt to confine reports to the minimum necessary.
34	§ 41-29-190	State	Statute	Establishes that in the discharge of its duties, DEW may administer oaths or affirmations, take depositions and issue subpoenas.

35	§ 41-29-200	State	Statute	Provides that an individual cannot be excused from complying with a DEW subpoena on the grounds it may incriminate them. All testimony and evidence supplied by an individual to DEW cannot be used in a subsequent prosecution of subject the individual to penalty or forfeiture.
36	§ 41-29-210	State	Statute	Provides the penalties for refusal or failure to obey a subpoena.
37	§ 41-29-220	State	Statute	Allows for and establishes the process for DEW to examine returns or reports of Banks.

38	§§ 41-29-230 -- 240	State	Statute	Provides that DEW must cooperate with the USDOL, the Railroad Retirement Board and other Federal agencies in all matters consistent with the proper administration of Chapters 24-41.
39	§ 41-29-250	State	Statute	Provides that DEW must make regulations, reports to the Governor and General Assembly, and all other suitable materials available on DEW's website and available for printing and public distribution.
40	§ 41-29-270	State	Statute	Provides that DEW may promulgate regulations for the operation of an emergency unemployment compensation system in emergency situations.

§ 41-29-280	State	Statute	
41			Provides that DEW must yearly submit an annual report no later than January 15th, to the Governor and General Assembly and make recommendations for any appropriate statutory changes.
§ 41-29-290	State	Statute	
42			Provides that DEW must notify the Governor and General Assembly and provide recommendations if it believes a change in contribution of benefit rates is necessary.
§ 41-29-300	State	Statute	
43			Establishes the creation of the DEW Appellate Panel and provides for the powers, purpose and composition of the Panel.

§ 41-29-310	State	Statute	
44			Transferred the operation and execution of the Workforce Investment Act program from the Dept. of Commerce to DEW.
§ 41-31-5	State	Statute	
45			Provides definitions for: benefit ratio, department, statewide average required rate, and statewide average interest surcharge
§ 41-31-10	State	Statute	
46			States that each employer shall pay unemployment tax contributions equal to the tax rate assigned to rate class twenty, except as otherwise provided by Title 41, Chapters 27 through 41.

§ 41-31-20	State	Statute	
47			Establishes that DEW shall maintain separate accounts for each employer in order to determine an employer's unemployment experience for the purpose of tax rate assignments; also provides for joint accounts under certain circumstances.
§ 41-31-30	State	Statute	
48			Provides that DEW shall annually classify employers' contribution rates based on their actual experience (with respect to taxable wages reported and unemployment benefits charged against their accounts).
§ 41-31-40	State	Statute	
49			Establishes base rate computation periods.

§ 41-31-45	State	Statute	Provides certain definitions, rules for determining when the Unemployment Insurance Trust Fund is in debt status, and making projections related to the income necessary to pay both benefits debt management; in addition, once trust fund is solvent, requires DEW to promulgate regulations regarding income need to maintain an adequate level of the trust fund.
50			
§ 41-31-50	State	Statute	Establishes rules governing DEW's calculation of annual tax contribution rate for each employer qualified for an experience rating.
51			
§ 41-31-52	State	Statute	Outlines benefits for seasonal workers [law passed in 2011, but DOL determined not in conformity with FUTA and so DEW is not currently implementing]
52			

§ 41-31-55	State	Statute	Provides for additional surcharges on all contributory employers when UI Trust Fund is insolvent.
53			
§ 41-31-60	State	Statute	Provides that DEW must assign tax class twenty to an employer who has a delinquent report and/or is subject to a outstanding tax execution
54			
§ 41-31-70	State	Statute	Sets forth that an employer account shall not be terminated if the suspension of the business is due to an owner's service in the Armed Forces
55			

§ 41-31-90	State	Statute	
56			Permits that when a corporation's name is changed without change in ownership, DEW can continue the experience rating of the old corporation
§ 41-31-100 thru -120	State	Statute	
57			Provides rules for the transfer of an employer's benefit experience record and the computation of tax rates when a business is acquired and continued by a successor
§ 41-31-125	State	Statute	
58			Provides alternate rules for assignment of employment benefit record upon acquisition or reorganization of an existing business unit; designed to prevent "SUTA dumping" and provides for penalties for knowing violations

59	§ 41-31-130	State	Statute	Establishes that DEW is not authorized or required to refund any sums lawfully paid into the trust fund and provides that only unemployment benefits may be paid out of the trust fund; however, DEW may make adjustments to accounts for future contributions under certain circumstances
60	§ 41-31-140	State	Statute	Governs the transfer of experience rating account
61	§ 41-31-150	State	Statute	Provides treatment of assessment for a fractional part of a cent

62	§ 41-31-160	State	Statute	Establishes that DEW shall not require contribution and wage reports more frequently than quarterly
63	§ 41-31-170	State	Statute	Provides that DEW shall annually report to any employer the account status and provides for protest rights within 30 days of report mailing
64	§ 41-31-310	State	Statute	Establishes that an employer's tax contributions shall not be deducted from employees' wages and limits assessments to four years

§ 41-31-320	State	Statute	
65			Directs that DEW examine contribution reports as soon as practicable and computer contribution due.
§ 41-31-330	State	Statute	
66			Provides for imposition of penalty for deliberate understatement of contribution.
§ 41-31-340	State	Statute	
67			Establishes that DEW must notify an employer when it fails to make reports or has filed incorrect/insufficient report; also provides that DEW will estimate and double the contribution rate if the employer fails to remedy after notice.

§ 41-31-350 68	State	Statute	If employer fails to file a report after demand by DEW, then DEW shall assess penalty of ten percent (but penalty is limited to between \$25 and \$1,000).
§ 41-31-360 69	State	Statute	Provides for adjustments to, and in limited circumstances, refunds of, tax contribution.
§ 41-31-370 70	State	Statute	Establishes interest rate on and penalties for unpaid contributions.

71	§ 41-31-380 thru -400	State	Statute	Provides that taxes owed to DEW, including interest, penalties, contingency assessments, etc., are considered a lien on the real property of debtor; also establishes procedures for issuing warrant of execution for collection on delinquent tax contributions; bestows on DEW all collection powers that Dept. of Revenue has for recovery of unpaid income taxes.
72	§ 41-31-410	State	Statute	Establishes that clerk of court or county treasurers shall be entitled to fees for filing, enrolling, and satisfying a tax execution issued by DEW.
73	§ 41-31-420	State	Statute	Establishes priorities under legal distribution of an employer's assets pursuant to a court order.

74	§ 41-31-600 thru 670	State	Statute	Provides for financing of benefits paid to employees of non-profit organizations
75	§ 41-31-810 thru -820	State	Statute	Provides for financing of benefits paid to employees of governmental entities
76	§ 41-31-910 thru -930	State	Statute	Relates to the payment and collection of DEW's administrative contingency assessments

§ 41-33-10	State	Statute	
77			Establishes the unemployment compensation fund, which must be administered separate and apart from all public monies or funds of the State.
§ 41-33-20	State	Statute	
78			Establishes that DEW has full authority and jurisdiction over the unemployment compensation fund, and may perform any and all acts which are necessary or convenient in the administration of Title 41, Chapters 27 through 41.
§ 41-33-30	State	Statute	
79			Provides that the State Treasurer is ex officio treasurer and custodian of the unemployment compensation fund and shall administer it pursuant to DEW's directions.

§ 41-33-40 80	State	Statute	Establishes that the State Treasurer shall maintain the following three separate accounts within the unemployment compensation fund: (a) a clearing account; (b) an unemployment trust fund account; and (c) a benefit account.
§ 41-33-45 81	State	Statute	Requires an annual report to the General Assembly, the Review Committee, and to the Governor regarding the amount in the unemployment trust fund and an assessment of its funding level, including a trend chart and cost analysis.
§ 41-33-50 82	State	Statute	Transfer of Funds to United States Secretary of the Treasury for Federal Unemployment Trust Fund

§ 41-33-60 83	State	Statute	Withdrawals from Unemployment Trust Fund shall constitute Benefit Account
§ 41-33-70 84	State	Statute	Deposit of moneys in Clearing and Benefit Accounts
§ 41-33-80 85	State	Statute	Moneys Shall be requisitioned from State's Account in Unemployment Trust Fund for payment of Benefits and Refunds

§ 41-33-90	State	Statute	
86			Establishes requisitions by DEW on State Treasurer
§ 41-33-100	State	Statute	
87			Deposit of Amounts Drawn by DEW; Security
§ 41-33-110	State	Statute	
88			Representatives of DEW shall be delegated to sign checks; Bonds of Representatives

§ 41-33-120 89	State	Statute	Authorizes payment of refunds pursuant to 41-31-360 or 41-27-260 (6) from the clearing or benefit accounts upon requisition by DEW to the Comptroller General
§ 41-33-130 90	State	Statute	Appropriation or formal release not required for expenditures from Benefit Account or refunds from Clearing Account
§ 41-33-140 91	State	Statute	Withdrawal and use of money credited to State's account in Unemployment Trust Fund may not be withdrawn or used except for the payment of benefits and for the payment of expenses for the administration of Chapters 27 through 41

<p>§ 41-33-150</p> <p>92</p>	<p>State</p>	<p>Statute</p>	<p>Specific appropriation by the Legislature is required for requisitions from Unemployment Trust Fund for Payment of Administrative Expenses and must specify the purpose for which the money is appropriated and the amounts appropriated therefore</p>
<p>§ 41-33-160</p> <p>93</p>	<p>State</p>	<p>Statute</p>	<p>Money appropriated from unemployment trust fund for administrative expenses must be deposited in the employment security administration fund from which payment shall be made. If it will not be expended, it shall be returned promptly to the unemployment trust fund.</p>
<p>§ 41-33-170</p> <p>94</p>	<p>State</p>	<p>Statute</p>	<p>Provides for disposition of unused amounts in benefit payment account shall be redeposited with the Secretary of the Treasury of the United States to the credit of the State's account in the unemployment trust fund.</p>

95	§ 41-33-180 -- § 41-33-200	State	Statute	Withdrawals from Unemployment Trust Fund for certain Federal Benefits; Bank Account for payment of certain Federal Benefits; and Disposition of unused funds withdrawn for certain Federal Benefits
96	§ 41-33-210	State	Statute	Provides for the management of funds upon discontinuance of Unemployment Trust Funds
97	§ 41-33-220	State	Statute	Establishes liability of State Treasurer on bond

<p>§ 41-33-410</p> <p>98</p>	<p>State</p>	<p>Statute</p>	<p>Establishes the creation and content of the DEW Workforce Administration Fund</p>
<p>§ 41-33-420</p> <p>99</p>	<p>State</p>	<p>Statute</p>	<p>Requires that all money deposited in the DEW Administration Fund shall not be commingled and shall be maintained in a separate account</p>
<p>§§ 41-33-430 -- 440</p> <p>100</p>	<p>State</p>	<p>Statute</p>	<p>Use of DEW Administration Fund: All moneys in the fund shall be expended by DEW solely for the purpose of defraying the cost of the administration of Chapters 27-41 and for the purposes and in amounts found necessary by the Secretary of Labor for the proper and efficient administration of Chapters 27 through 41</p>

<p>§ 41-33-450</p> <p>101</p>	<p>State</p>	<p>Statute</p>	<p>The State Treasurer shall be liable on his official bond for the faithful performance of his duties in connection with the administration fund</p>
<p>§§ 41-33-460 -- 470</p> <p>102</p>	<p>State</p>	<p>Statute</p>	<p>The State shall replace funds lost or improperly spent; DEW shall file report to State Budget and Control Board with a statement of the amounts required for any replacement required</p>
<p>§ 41-33-610</p> <p>103</p>	<p>State</p>	<p>Statute</p>	<p>Establishes the creation and content of the DEW Special Administration Fund, which shall consist of all penalties and interest collected on contributions due and unpaid contributions; Sets forth the purposes for which moneys in the fund may be expended.</p>

<p>§ 41-33-710</p> <p>104</p>	<p>State</p>	<p>Statute</p>	<p>Establishes the creation and content of the DEW Administrative Contingency Fund; consists of all assessments collected pursuant to 41-27-410; and sets forth the purposes for which the DEW may expend moneys from the fund</p>
<p>§ 41-33-810</p> <p>105</p>	<p>State</p>	<p>Statute</p>	<p>Establishes the creation and content of the DEW Interest Assessment Fund: consists of all assessments collected pursuant to 41-31-55(A); Money in the fund shall not be commingled and shall be maintained in a separate account; All monies in this fund shall be expended solely for the purpose of defraying the cost of interest on advances from the federal Unemployment Trust Fund. Any balance in the fund shall not lapse but shall be available to DEW for expenditure consistent with Chapters 27-41.</p>
<p>§ 41-33-910</p> <p>106</p>	<p>State</p>	<p>Statute</p>	<p>Establishes the creation and content of the DEW Integrity Fund. This fund shall not be commingled and shall be maintained in a separate account. The fund consists of monetary penalties collected pursuant to 41-41-45 (C) (3). This fund shall be used for the purpose of preserving the integrity of the unemployment compensation fund and promoting unemployment insurance integrity efforts. These efforts may include verifying eligibility, determining status, and updating technology and educational tools to support integrity activities.</p>

§ 41-35-10	State	Statute	107	Generally, benefits shall be made to unemployed and eligible individuals subject conditions listed in Chapters 27 - 41 of Title 41.
§ 41-35-20	State	Statute	108	Provides for the payment or nonpayment of unemployment compensation to certain individuals who perform services in schools or institutions of higher education.
§ 41-35-30	State	Statute	109	Under certain conditions, benefits owed an individual at the time of his death may be paid to relatives or dependents of the deceased.

§ 41-35-40	State	Statute	
110			Establishes the computation of an insured worker's weekly benefit amount.
§ 41-35-50	State	Statute	
111			Establishes that the maximum potential benefit amount for and insured worker for one year is: 1) 20 times his weekly benefit amount; or 2) one-third of his wages for insured work paid during the base period.
§ 41-35-60	State	Statute	
112			Establishes the conditions in which an individual may be eligible for weekly benefits due to partial unemployment.

§ 41-35-66	State	Statute	
113			Establishes that benefits shall not be paid to an individual on the basis of employment consisting of participation in athletic events or preparation and training for athletic events.
§ 41-35-67	State	Statute	
114			Establishes that benefits shall not be paid to aliens unless the alien is lawfully in the US and lawfully admitted for permanent residence.
§ 41-35-100	State	Statute	
115			Establishes that benefit rights of individuals currently serving in the military or any organization affiliated with the defense of the United States are preserved during service.

116	§ 41-35-110	State	Statute	Establishes the Conditions of eligibility for an unemployed worker to receive unemployment compensation benefits.
117	§ 41-35-115	State	Statute	Establishes that an individual eligible for benefits may not be denied benefits because they are required by law to serve on a jury.
118	§ 41-35-120	State	Statute	Establishes the conditions under which an individual separated from employment would be ineligible for benefits.

§ 41-35-125	State	Statute	
119			Establishes: 1) an individual is not disqualified from benefits if the separation from employment is directly resulting from domestic abuse; and 2)an individual is not disqualified from benefits if the separation from employment is due to compelling family circumstances.
§ 41-35-126	State	Statute	
120			Establishes that an individual is not disqualified from benefits if the separation from employment is due to the relocation of a spouse who has been reassigned from one military assignment to another.
§ 41-35-130	State	Statute	
121			Lists the circumstances in which benefits paid to a claimant will not be charged against a former employee.

§ 41-35-135	State	Statute	
122			Establishes the conditions that DEW will not relieve the charges of overpaid benefits to an employers account if the employer's inactions contribute to the overpayment.
§ 41-35-140	State	Statute	
123			Establishes that DEW may enter into agreements with the federal government and other states where the wages or services of the federal government or other states are considered wages for employment, as long as the trust fund is properly reimbursed.
§ 41-35-310	State	Statute	
124			Defines "Extended Benefits Period."

§ 41-35-320	State	Statute	
125			Establishes the parameters in which the state will participate in distributing federally funded extended unemployment security benefits.
§§ 41-35-330 -- 400	State	Statute	
126			Defines the following terms pertaining to extended benefits, respectively: 1) state "on" and "off" indicator; 2) rate of insured unemployment; 3) regular benefits; 4) additional benefits; 5) extended benefits; 6) eligibility period; 7) exhaustee; and 8) state law.
§ 41-35-410	State	Statute	
127			Establishes that the provisions which apply to regular benefits must apply to claims for and the payment of extended benefits.

§ 41-35-420	State	Statute	
128			Establishes the conditions in which an individual may be eligible for extended benefits.
§ 41-35-430	State	Statute	
129			Establishes the calculation of the weekly extended benefit amount.
§ 41-35-440	State	Statute	
130			Establishes the total extended benefit amount that may be paid to an individual.

131	§ 41-35-450	State	Statute	Establishes that DEW must publically announce the "on" and "off" indicators for extended benefits.
132	§ 41-35-610	State	Statute	Provides that certain procedures for DEW must be made pursuant to promulgated regulations.
133	§ 41-35-615	State	Statute	Provides that all notices to employers must be sent be either US mail or electronic mail, at the employers discretion.

§ 41-35-620	State	Statute	
134			Provides that written notice of insured status must be given to claimant.
§ 41-35-630	State	Statute	
135			Establishes DEW's process of actions when a claim or claims arise from a labor dispute.
§ 41-35-640	State	Statute	
136			Establishes the conditions for reconsideration of determinations.

§ 41-35-650	State	Statute	Claimant must be notified of the reasons for denial on findings subsequent to the initial determination
137			
§ 41-35-660	State	Statute	Establishes a 10 day time frame to appeal determination decisions.
138			
§ 41-35-670	State	Statute	Establishes that if a determination to provide benefits has been appealed, benefits shall be paid until the determination or decision has been modified or reversed.
139			

§ 41-35-680	State	Statute	
140			Provides that the appeal tribunal must decide appeals within 30 days from the hearing date.
§ 41-35-690	State	Statute	
141			Provides that the appeal procedure established in § 41-29-300 is the exclusive appeal procedure.
§ 41-35-700	State	Statute	
142			Establishes the composition of appeal tribunals.

§ 41-35-710	State	Statute	
143			Establishes the procedure of Appellate panel review of appeal tribunal decisions.
§ 41-35-720	State	Statute	
144			Establishes that DEW must promulgate regulations establishing rules of procedure for the appeals tribunal and appellate panel.
§ 41-35-730	State	Statute	
145			Establishes that subpoenaed witnesses for appeal hearings must be allowed fees and mileage.

146	§ 41-35-740	State	Statute	Establishes that appeal decisions become final 10 days after mailing unless appealed and that DEW must be considered a party to the appeal.
147	§ 41-35-750	State	Statute	Establishes procedures for appealing Appeals Tribunal decisions to the Administrative Law Court.
148	§ 41-35-760	State	Statute	Establishes that all regulations must be published online.

149	§ 41-37-10	State	Statute	Provides that any employing unit which is or becomes an employer subject to Chapters 27 through 41 of this Title within any calendar year shall be subject to such chapters during the whole of such calendar year.
150	§ 41-37-20	State	Statute	This section describes the time lines and requirements involved in voluntary election of coverage by employers for employees who are otherwise exempt from coverage under specific circumstances.
151	§ 41-37-30	State	Statute	This section describes the time lines and requirements involved when covered employers may terminate coverage for employees who are otherwise exempt from coverage under specific circumstances.

§ 41-39-10	State	Statute	
152			This section states in summary that an employer and employee cannot enter into an agreement to waive employee's right to benefits. Neither can an employer deduct the cost of payment of UI taxes from an employee's wages. It further makes it a crime to do or attempt to do the above actions.
§ 41-39-20	State	Statute	
153			This section states that other than for child support, unemployment benefits cannot be garnished to pay debts.
§ 41-39-30	State	Statute	
154			This section limits the amount of fees a court or attorney can charge a claimant in pursuing a claim for benefits. The limits are established by DEW.

§ 41-39-40	State	Statute	
155			A claimant must be advised that he or she can elect to have taxes withheld from benefits or pay them at a later date.
§ 41-41-10	State	Statute	
156			Provides that making false statements to increase a person's UI benefit amount is a misdemeanor.
§ 41-41-20	State	Statute	
157			Provides that if DEW determines a person has made a false statement to increase a person's UI benefit amount it may hold them retroactively ineligible for all benefits received and disqualify the up to 52 weeks in the future.

§ 41-41-30	State	Statute	
158			Provides an employing unit who has made a false statement to prevent or reduce the payment of benefits to a claimant has committed a misdemeanor.
§ 41-41-40	State	Statute	
159			Establishes that a claimant who is later determined ineligible for benefits which they have already received is liable to repay those benefits to DEW. This section also provides for methods of collecting these debts, the applicable statutes of limitations on collection actions and under what circumstances such overpayments may be waived by DEW.
§ 41-41-45	State	Statute	
160			This section provides when DEW has determined the receipt of benefits was the result of fraud, the claimant will be charged with an additional administrative penalty of 25%. It also explains where such money is to be applied.

§ 41-41-50	State	Statute	
161			This section provides both a civil and criminal penalty against a person who willfully fails to comply with the requirements of Chapters 27 through 41 of Title 41.
§ 38-55-530	State	Statute	
162			Authority to prosecute under Title 38, Chapter 55 is granted under this provision which states, in relevant part: " 'Authorized agency' means... the Department of Employment and Workforce" S.C. Code Ann. § 38-55-530(A)
§ 38-55-540	State	Statute	
163			Establishes criminal Penalties for making a false statement or misrepresentation, or assisting, abetting, soliciting or conspiring to do so; Restitution to Victims

<p>§ 38-55-550</p> <p>164</p>	<p>State</p>	<p>Statute</p>	<p>Civil penalties for violations of article; costs; payment; use of revenues; Attorney General to assist Insurance Fraud Division; consent agreements</p>
<p>§ 12-56-10 et. Seq</p> <p>165</p>	<p>State</p>	<p>Statute</p>	<p>Establishes the Setoff Debt Collection Act. Pursuant to § 41-41-40, DEW utilizes this Act to intercept the State income tax refunds of persons owing debts to DEW such as unemployment overpayments and delinquent unemployment taxes.</p>
<p>§ 12-49-10 et. Seq</p> <p>166</p>	<p>State</p>	<p>Statute</p>	<p>Pursuant to § 41-31-400(B), DEW may utilize the collection methods used by SCDOR in their collection of unpaid income taxes for the purposes of collecting both unpaid unemployment taxes as well as unpaid unemployment overpayments. See § 41-41-40(A)(2) ("[Overpayments] must be collectible in the manner provided in Sections 41-31-380 through 41-31-400 for the collection of past due contributions.")</p>

<p>§ 12-53-10 et. Seq</p> <p>167</p>	<p>State</p>	<p>Statute</p>	<p>Pursuant to § 41-31-400(B), DEW may utilize the collection methods used by SCDOR in their collection of unpaid income taxes for the purposes of collecting both unpaid unemployment taxes as well as unpaid unemployment overpayments. See § 41-41-40(A)(2) ("Overpayments must be collectible in the manner provided in Sections 41-31-380 through 41-31-400 for the collection of past due contributions.")</p>
<p>§ 12-54-10 et. Seq</p> <p>168</p>	<p>State</p>	<p>Statute</p>	<p>Pursuant to § 41-31-400(B), DEW may utilize the collection methods used by SCDOR in their collection of unpaid income taxes for the purposes of collecting both unpaid unemployment taxes as well as unpaid unemployment overpayments. See § 41-41-40(A)(2) ("Overpayments must be collectible in the manner provided in Sections 41-31-380 through 41-31-400 for the collection of past due contributions.")</p>
<p>Proviso § 23.6</p> <p>169</p>	<p>State</p>	<p>Statute</p>	<p>Provides that the methodology for allocating funds provided to the State Board for Technical and Comprehensive Education for E&G STEM programs must be created by the State Board in consultation with the Dept. of Commerce and DEW.</p>

170	Proviso § 83.1	State	Statute	Provides that user fees collected by the South Carolina Occupational Information Coordinating Committee (SCOICC) through DEW may be retained by SCOICC
171	Proviso § 83.2	State	Statute	Provides that all earmarked funds retained by DEW's LMI -Training-Development Sessions, Media Services and Program Contracts may be retained by DEW for operating those programs.
172	Proviso § 83.3	State	Statute	Provides that DEW may pay prior year obligations with current year funds.

173	Proviso § 83.5	State	Statute	Provides that DEW must publish a report on its website of all taxes, fees and payments charged and collected in the prior fiscal year.
174	Proviso § 83.6	State	Statute	Provides for certain uses and conditions for usage of contingency assessment funds.
175	Proviso § 83.7	State	Statute	Provides that DEW must attempt to negotiate a waiver of interest on the state's FUTA loan debt.

176	Proviso §117.95	State	Statute	Provides for DEW to report how funds were expended in the prior fiscal year to provide marketable work skills training and to report any restructuring or realignment of DEW functions.
177	S.C. Regs. Ann. §§47-1 - 47-3	State	Statute	Regulations that provide general provisions, including how the cash value of certain remunerations is determination; authorization for the Department to designation employees to administer oaths and affirmations and issue subpoenas; and definitions
178	S.C. Regs. Ann. §47-4	State	Statute	Explains how the Department assigns the classification of the legal entity for an employer.

179	S.C. Regs. Ann. §47-5	State	Statute	Explains that missing contribution and wage reports on the rate computation date are delinquent for the purpose of experience tax rate calculation and tax rate assignment.
180	S.C. Regs. Ann. §47-6	State	Statute	Explains how the benefit ratio is determined for zero taxable wages
181	S.C. Regs. Ann. §47-7	State	Statute	Requires all contributory employers to pay an interest surcharge.

182	S.C. Regs. Ann. §47-8	State	Statute	Provides information regarding how the Department determines an Employer-Employee relationship, including the common law test.
183	S.C. Regs. Ann. §§47-11 - 47-13	State	Statute	Provides employers shall display informational posters and coverage information, including where a worker reports in the event of becoming unemployed.
184	S.C. Regs. Ann. §47-14	State	Statute	Requires employers to preserve for five years records regarding the number of workers in employment and their information. Employers must all keep their payroll records.

185	S.C. Regs. Ann. §47-15	State	Statute	Requires employers to make reports, as instructed by the Department, including reports covering the wages of individuals in their employment.
186	S.C. Regs. Ann. §47-16	State	Statute	Explains that contributions are to be paid quarterly and what happens when employers are delinquent. All collections remedies set forth in Chapter 12, Chapter 54 can be used to enforce payment of the amount due when there is a lien in favor of the Department.
187	S.C. Regs. Ann. §47-17	State	Statute	Provides for the information that an employer must provide to the Department when there is a change in ownership. It includes information for the employer acquiring the business, including how the experience rating from the former business transfers to the new business.

188	S.C. Regs. Ann. §47-18	State	Statute	Requires employers to collect the Social Security Account Number for each worker employed and includes the duty to provide application forms for workers that do not have a Federal Social Security Account Number.
189	S.C. Regs. Ann. §47-19	State	Statute	Provides information regarding separation notices, including the Request to Employer for Separation Information and the handling of mass separations.
190	S.C. Regs. Ann. §47-20	State	Statute	Describes "non-job-attached unemployment" and "job-attached unemployment."

191	S.C. Regs. Ann. §47-21	State	Statute	Provides information for filing claims for benefits and registration for work for both non-job-attached unemployment claims, including individual and mass claims, and job-attached claims. The regulation includes the process for employer filing when there is a labor dispute.
192	S.C. Regs. Ann. §47-22	State	Statute	Provides that benefits shall be paid by the Department from the Benefit Payment Account.
193	S.C. Regs. Ann. §47-23	State	Statute	Provides for what constitutes an offer of work (written or oral), which may result in disqualification for refusing to accept available work. This regulation includes as a failure to accept a suitable offer or work, a claimant who tests positive for drugs after being given a drug test as a condition of employment by a prospective employer

194	S.C. Regs. Ann. §47-24	State	Statute	Defines week for non-job attached unemployment and job attached unemployment
195	S.C. Regs. Ann. §47-25	State	Statute	Explains the terms wages payable in a quarter.
196	S.C. Regs. Ann. §47-26	State	Statute	Provides for payment of benefits to a deceased claimant when the claimant has filed a valid claim and dies prior to receiving the benefits.

197	S.C. Regs. Ann. §47-27	State	Statute	Provides employers are automatically notified when benefit payments are charged against the employer's account.
198	S.C. Regs. Ann. §47-28	State	Statute	Explains the benefit year for military service and that benefits for ex-service members are assigned based on the Title XV of the Social Security Act.
199	S.C. Regs. Ann. §47-29	State	Statute	Provides for the payment of benefits to Interstate Claimants and the combination of wage credits. It includes the determination of claims and the appellate procedure.

200	S.C. Regs. Ann. §§47-30 - 47-31	State	Statute	Explains that the terms shall be construed in the sense they were defined. The term "public employment office" means a free public employment office operated by the state or the U.S. Employment Service.
201	S.C. Regs. Ann. §47-32	State	Statute	Provides the time for filing of continued claims for non-job attached unemployment.
202	S.C. Regs. Ann. §47-33	State	Statute	Provides how the Department handles employer elections to cover multi-state workers. The regulation include applicable definitions and the submission and approval of coverage election under interstate reciprocal coverage agreements.

203	S.C. Regs. Ann. §47-34	State	Statute	Provides for the Notice of benefit determinations
204	S.C. Regs. Ann. §47-35	State	Statute	Provides for what benefits are payable under Title XV of the Social Security Act, including benefits to Federal employees and ex-service members.
205	S.C. Regs. Ann. §47-36	State	Statute	Provides for the process of a review of rulings with respect to status, liability, and rate contributions of employers

206	S.C. Regs. Ann. §§47-39 - 47-40	State	Statute	Provides for a joint account between two or more employers and the establishment of joint account for parent employer and one or more subsidiary legal entity rendering no employment.
207	S.C. Regs. Ann. §47-41	State	Statute	Provides the bonding requirements for certain nonprofit organization that become liable for benefits in lieu of contributions and do no own real property in S.C. valued in excess of two million dollars.
208	S.C. Regs. Ann. §47-42	State	Statute	Provides for child support intercept of unemployment benefits.

209	S.C. Regs. Ann. §47-43	State	Statute	Provides for the exclusion of claims for extended benefits in determining the rate of insured unemployment.
210	S.C. Regs. Ann. §§47-44 - 47-45	State	Statute	Provides for limitations on Trade Readjustment Allowances and the prohibition against the disqualification from Trade Readjustment Allowances when enrolled for approved training.
211	S.C. Regs. Ann. §47-48	State	Statute	Provides for what the suitable work requirements are for extended benefits.

212	S.C. Regs. Ann. §47-49	State	Statute	Provides for the reduction of unemployment benefits by pension benefits on a pro-rata basis.
213	S.C. Regs. Ann. §47-51	State	Statute	Explains the process for appeals to the Department's Appeal Tribunal, including the presentation of appeals, hearing of appeals are de novo in nature and conducting informally and in conformity with the South Carolina Administrative Procedures Act.
214	S.C. Regs. Ann. §47-52	State	Statute	Explains the process of appeals to the Department's Appellate Panel, including the presentation of application for leave to appeal to the Appellate Panel; Hearing of Appeals, and the Appellate Panel on its own motion may remove any decision from the Appeal Tribunal to its own jurisdiction for review.

215	S.C. Regs. Ann. §47-53	State	Statute	Provides for subpoenas to compel witnesses and the production of records for an appeal
216	S.C. Regs. Ann. §47-54	State	Statute	Provides for orders to supply information from the Department's record to claimant
217	S.C. Regs. Ann. §47-55	State	Statute	Provides for representation before the Appeal Tribunal and the Appellate Panel. An individual may represent himself or herself. A partnership may be represented by any of its partners. A corporation may only be represented by an attorney.

218	S.C. Regs. Ann. §47-56	State	Statute	Provides for the inspection of the Appeal Tribunal's and the Appellate Panel's decisions. Copies are open to the public, but such copies shall not reveal the identity of the parties.
219	S.C. Regs. Ann. §47-57	State	Statute	Any party that has exhausted his or her remedies before the Department may file a petition to the court designed for a review of the Appellate Panel's decision. A party filing a petition for review shall serve a copy on the Department's legal department.
220	S.C. Regs. Ann. §47-100	State	Statute	Explains what constitutes "cause other than misconduct" as referred to in S.C. Code Ann. §41-35-120(2)(b).

221	S.C. Regs. Ann. §47-101	State	Statute	Explains what the Department considers "substandard performance due to inefficient, inability, or incapacity" as referred to in S.C. Code Ann. §41-35-120(2).
222	S.C. Regs. Ann. §47-103	State	Statute	Provides for the process when the Department may waive a non-fraudulent or no-fault overpayment.
223	S.C. Regs. Ann. §47-500	State	Statute	Unemployment Trust Fund

224	S.C. Regs. Ann. §47-501	State	Statute	Unemployment Trust Fund
225	26 U.S.C.A. §3301	Federal	Statute	Establishes, under the Federal Unemployment Tax Act (FUTA), employer's tax rate is set at 6.0% of total wages paid by the employer during the calendar year.
226	26 U.S.C.A. §3302	Federal	Statute	Establishes tax credits for employers' contributions to state unemployment taxes.

227	26 U.S.C.A. §3303	Federal	Statute	Establishes the Secretary of Labor's certification to the Secretary of Treasury with respect to additional credit allowance. The statute includes definitions used in FUTA. The statute also establishes the prohibition on noncharging an employer's account due to employer fault for failing to respond timely or adequately to a request by the state agency for information related to a claim and the employer has established a pattern of failing to respond to such requests.
228	26 U.S.C.A. §3304	Federal	Statute	Establishes the requirements for the Secretary of Labor to approve a State's laws. Requirements include compensation withdrawn from the unemployment fund must be used for the payment of unemployment compensation, with limited exceptions.
229	26 U.S.C.A. §3305	Federal	Statute	Establishes the applicability of state laws to entities including but not limited to national banks and federal property

230	26 U.S.C.A. §3306	Federal	Statute	Definitions for FUTA
231	26 U.S.C.A. §3307	Federal	Statute	Permits deductions as constructive payments to employees under FUTA, an act of Congress, or a state law.
232	26 U.S.C.A. §3308	Federal	Statute	Establishes that other tax exemptions, shall not be exempt from the FUTA tax unless the law specifically exempts FUTA.

233	26 U.S.C.A. §3309	Federal	Statute	Establishes state law requirements for nonprofit organizations and governmental entities.
234	26 U.S.C.A. §3310	Federal	Statute	Establishes judicial review in the event the Secretary of Labor makes a finding that requires the Secretary to withhold certification from a State. Filings are made in the U.S. Court of Appeals for the circuit in which State is located. Statute also establishes the stay of Secretary of Labor's actions.
235	26 U.S.C.A. §3311	Federal	Statute	The chapter may be cited as the "Federal Unemployment Tax Act."

236	5 U.S.C.A. §§8501 -8509	Federal	Statute	Establishes unemployment compensation for Federal employees, including the assignment of service and wages to the state of last official station before filing, payments to state, and dissemination of information to the State.
237	5 U.S.C.A. §§8521-8525	Federal	Statute	Establishes unemployment compensation for former service members
238	42 U.S.C.A. §501	Federal	Statute	The Social Security Act establishes how unemployment funds may be used.

239	42 U.S.C.A. §502	Federal	Statute	Establishes the payment of administration funds to the State
240	42 U.S.C.A. §503	Federal	Statute	The Secretary of Labor cannot make a certification for payment of funds to any State unless the Secretary finds the State's laws approved by the Secretary under FUTA include specific provisions including: the methods of administration to insure full payment of unemployment compensation when due; payment of unemployment compensation solely through the public employment office or other approved agency; opportunity for a fair hearing for individuals whose claims are denied; and other requirements
241	42 U.S.C.A. § 504	Federal	Statute	Provides for the opportunity for judicial review in the United States Court of Appeals in the event the Secretary of Labor finds the State law does include a provision as specified in 42 U.S.C.A. 503. There is further appeal available to the Supreme Court. There is an opportunity for a stay of the Secretary's actions.

242	42 U.S.C.A. §505	Federal	Statute	Permits the Secretary to enter into an agreement with a state for demonstration projects to test reemployment.
243	42 U.S.C.A. §§1101 - 1103	Federal	Statute	Establishes the Employment Security Administration Account, transfers between the Federal Unemployment Account and the State's Employment Security Administration Account, and the transfer of any excess at the end of the fiscal year to the State's Unemployment Trust Fund.
244	42. U.S.C.A. §1104	Federal	Statute	Establishes the State's Federal Unemployment Trust Fund

245	42 U.S.C.A. §1105	Federal	Statute	Establishes the Extended Unemployment Compensation Fund.
246	42 U.S.C.A. §§1106 - 1108	Federal	Statute	Establishes programs for unemployment research, personnel training, and an Advisory Council on Unemployment Compensation
247	42 U.S.C.A. §1109	Federal	Statute	Establishes the Federal Employees Compensation Account.

248	42 U.S.C.A. §1110	Federal	Statute	Permits the Secretary of Treasury to transfer funds from a Federal account that is determined to be exceed the amount needed for its anticipated payments to a Federal account, which is insufficient to meet its anticipated payments.
249	42 U.S.C.A. §1111	Federal	Statute	Establishes data exchange and reporting standardization
250	42 U.S.C.A. §1321	Federal	Statute	Allows for advances to be made to State Unemployment Trust Fund

251	42 U.S.C.A. §1322	Federal	Statute	Allows the Governor to request funds be transferred to make repayments of advances. This section includes how interest on loans are established and what is required to avoid interest during a calendar year.
252	42 U.S.C.A. §1323	Federal	Statute	Authorizes repayable advances to the Federal Unemployment Account.
253	29 U.S.C.A. §49 et. seq	Federal	Statute	The national system of public employment office, the U.S. Employment Service will be established and maintained within the U.S. Department of Labor. Referred to as the Wagner-Peyser Act.

254	29 U.S.C.A. §§49a-b	Federal	Statute	Definitions used within the Federal Employment Service chapter of Title 29, Labor and lists the duties of the Secretary of Labor.
255	29 U.S.C.A. §§49c- d	Federal	Statute	The Governor shall designate or authorize a State agency to be vested with power to cooperate with the Secretary of Labor under Federal Employment Service. The Secretary of Labor is authorized to transfer to State property by the US Employment Service. The Secretary shall certify to the Secretary of the Treasury for payments to states in compliance with Federal Employment Service.
256	29 U.S.C.A. §§49-e-f	Federal	Statute	Provides for the allotment of funds for the disposition of funds for employment services

257	29 U.S.C.A. 49g	Federal	Statute	States wanting to receive assistance under Federal Employment Service must submit a State plan, which must include information on workforce investment activities and one-stop delivery system
258	29 U.S.C.A. 49h-i	Federal	Statute	Establishes auditing, fiscal controls, accounting procedures to assure proper disbursement of funds, recordkeeping, and accountability.
259	29 U.S.C.A. §49j	Federal	Statute	Authorizes the Secretary of Labor to provide for the giving of notice of strikes or lockouts to applicants before they are referred to employment.

260	29 U.S.C.A. §§491 -I2	Federal	Statute	Authorizes the Secretary of Labor to establish performance standards for Federal Employment Service; prohibits the use of funds under Federal Employment Service to be used to pay for advertising; Authorizes Secretary of Labor to provide funds to operate statistical programs for the development of estimates of the gross national product and other statistics related to employment and oversee the development and maintenance of nationwide employment statistics.
261	29 U.S.C.A. §2801	Federal	Statute	Definitions for the Workforce Investment Act. (The Workforce Innovation and Opportunity Act goes into effect on July 1, 2015.)
262	29 U.S.C.A. §2811	Federal	Statute	Establishes the purpose of the Statewide and Local Workforce Investment

263	29 U.S.C.A. § 2821	Federal	Statute	Requires the Governor to establish a State Workforce Investment Board and establishes the criteria for membership, and the functions of the Board.
264	29 U.S.C.A. 2822	Federal	Statute	Establishes what a State Plan, as required by the Wagner-Peyser Act to receive funds, must include. State plans must include provisions for the description of the State board, the requirements for the statewide workforce investment system, a State performance accountability System, information describing the states needs regarding employment opportunity, the job skills necessary, the skills and economic development needs of the state, etc. The State plan must also include the procedures to assure coordination and avoid duplication of workforce investment activities, programs authorized under Wagner-Peyser and other laws.
265	29 U.S.C.A. §§2831-2833	Federal	Statute	Establishes the designation of Local Workforce Areas, the establishment and membership criteria for the Local Workforce Investment Boards, and requirements for the Local Plan.

266	29 U.S.C.A. §2841	Federal	Statute	Establishes the one-stop delivery system, including required partners and permissible additional partners, requires the local board to enter into a memorandum of understanding for the operation of the one-stop delivery system, including the costs. It provides for the designation and certification of one-stop operators.
267	29 U.S.C.A. §§2842 - 2843	Federal	Statute	Establishes the eligible requirements for eligible training providers and providers of youth activities.
268	29 U.S.C.A. §§2851-2854	Federal	Statute	Establishes the authorization and funding methods and uses for youth activities.

269	29 U.S.C.A. §§2861 - 2864	Federal	Statute	Establishes the authorization, funding, and use of funds for employment and training activities, specifically adult and dislocated workers.
270	29 U.S.C.A. §2871	Federal	Statute	Establishes a performance accountability system to assess the State and local areas.
271	29 U.S.C.A. §2872	Federal	Statute	Authorizes the appropriations for youth activities, adult employment and training activities, and dislocated worker employment and training activities.

272	29 U.S.C.A. §§2881-2901	Federal	Statute	Establishes the Job Corps program to assist eligible youth who need an intensive program, and includes the eligibility for job corps (e.g. not less than 16 years old, not more than age 21 on the date of enrollment, etc.), recruitment, enrollment, program activities, counseling and job placement, standards of conduct, establishes industry councils and advisory committees, and authorizes appropriations.
273	29 U.S.C.A. §2911	Federal	Statute	Establishes Native American programs.
274	29 U.S.C.A. §2912	Federal	Statute	Establishes Migrant and Seasonal farmworker programs.

29 U.S.C.A. §2913	Federal	Statute	
275			Establishes Veterans' workforce investment programs.
29 U.S.C.A. §2914	Federal	Statute	
276			Establishes youth opportunity grants
29 U.S.C.A. §2915	Federal	Statute	
277			The Secretary of Labor shall provide technical assistance to the States and local areas.

278	29 U.S.C.A. §2916	Federal	Statute	Establishes the Secretary shall every two years publish a plan that describes demonstration and pilot, multiservice, research, and multistate project priorities of the U.S. Department of Labor, concerning employment and training.
279	29 U.S.C.A. §2916a	Federal	Statute	The Secretary of Labor shall use funds to award grants for job training and related activities for workers to assist them in obtaining or upgrading employment in industries and economic sectors that are expected to have high growth.
280	29 U.S.C.A. §2917	Federal	Statute	Establishes the continuing evaluation of the programs under 29 U.S.C.A. § 2916.

281	29 U.S.C.A. §2918	Federal	Statute	Authorizes the Secretary of Labor to award national emergency grants to provide employment and training assistance to workers affected by major economic dislocations, major disasters, or to local boards to carry out assistance. Establishes the eligibility criteria for these grants.
282	29 U.S.C.A. §§ 2918a -b	Federal	Statute	Establishes the YouthBuild program, which enables disadvantaged youth to obtain education and employment skills, meaningful work opportunities, and foster the development of leadership skills. Establishes the program requirements for eligible participants.
283	29 U.S.C.A. § 2919	Federal	Statute	Authorizes appropriations for Native America, migrant and seasonal farmworkers, and veterans' workforce investment programs an includes authorization for technical assistance, demonstration and pilot projects, evaluations, and incentive grants.

284	29 U.S.C.A. § 2920	Federal	Statute	Authorizes the use of funds to provide for grants for education assistance and training. Describes the disbursements to states and the allocation of funds.
285	29 U.S.C.A. §§2931 -2945	Federal	Statute	Establishes the administration of the Workforce Investment Systems. Includes authorization for the Secretary of Labor to monitor, the establishment of fiscal controls, requirements for reports and recordkeeping, judicial review if the Secretary declines an award, the transfer of Federal equity in State employment security real property to the State, and other general program requirements.
286	29 U.S.C.A. §§3101 -3102	Federal	Statute	Establishes the purpose and the definitions for the Workforce Innovation and Opportunity Act (WIOA) goes into effect on July 1, 2015 and replaces the Workforce Investment Act of 1998.

287	29 U.S.C.A. §§ 3111-3113	Federal	Statute	Establishes the State Workforce Development Board, the requirements for a unified State plan, and authority to submit a combined State plan for core programs.
288	29 U.S.C.A. §§3121- 3123	Federal	Statute	Establishes Local Workforce Development Areas, the requirements for the Local Workforce Development Boards, and the requirements for the Local Plan.
289	29 U.S.C.A. §3131	Federal	Statute	Establishes the funding of State and Local Boards

290	29 U.S.C.A. §3141	Federal	Statute	Establishes the performance accountability system that applies to core programs. It lists the requirements for accountability measures, the indicators of performance, levels of performance for each primary indicator, and provisions for the State and the Secretary of Labor to reach an agreement in conjunction with the Secretary of Education for each indicator. It provides for revisions based on economic conditions and individuals served. It includes the evaluation of State programs, which shall be conducted by the State, local boards, and State agencies. The section establishes the sanctions for the State if it fails to meet the State performance accountability measures.
291	29 U.S.C.A. §3151	Federal	Statute	Establishes the one-stop delivery system, including required partners and allows for additional partners. Requires the local board to enter into a memorandum of understanding with the one-stop partners regarding the operation of the one-stop delivery system in the area. MOUs must include how the costs of the services and operating costs of the system will be funded.
292	29 U.S.C.A. §3152	Federal	Statute	Establishes the eligibility criteria for eligible training providers. In establishing the criteria, the Governor shall take into account the performance of providers, the need to ensure access to training, information reported to State agencies with respect to program involving training services, the degree to which training programs relate to in-demand industry sectors, State licensing requirements for training services, ways to encourage providers to use industry recognized certifications, the ability to provide programs that lead to postsecondary credentials, the ability to provide training services to individuals with barriers to employment, and other factors the Governor deems appropriate to ensure accountability , what is needed to meet the needs of local employers and participants, and the collection of information required to demonstrate compliance.

293	29 U.S.C.A. §3153	Federal	Statute	Establishes the eligible providers for youth workforce investment activities.
294	29 U.S.C.A. §§ 3161 -3164	Federal	Statute	Establishes the authority to allot funds for Youth Workforce Investment Activities, including the use of funds, which establishes youth participant eligibility and required statewide youth activities. It is established that out-of-school youth have a priority and not less than 75 percent of the funds shall be used to provide youth workforce investment activity for out-of-school youth.
295	29 U.S.C.A. §§3171-3174	Federal	Statute	Establishes the authority to allot funds for Adult and Dislocated Worker Employment and Training Activities, including the allotment among the States, and the use of funds. The use of funds establishes the required statewide employment and training activities, including statewide rapid response, the use of funds for carrying out the activities described in the State plan.

296	29 U.S.C.A. §3181	Federal	Statute	Authorizes the appropriations for youth activities, adult employment and training activities, and dislocated worker employment and training activities.
297	29 U.S.C.A. §§ 3191-3212	Federal	Statute	Establishes the Job Corps program to assist eligible youth who need an intensive program, and includes the eligibility for job corps (e.g. not less than 16 years old, not more than age 21 on the date of enrollment, etc.), recruitment, enrollment, program activities, counseling and job placement, standards of conduct, establishes workforce councils and advisory committees, allows the Secretary of Labor to carry out experimental, research and demonstration projects related to Job Corps and provide technical assistance, and authorizes appropriations. It provides for oversight and reporting.
298	29 U.S.C.A. §3221	Federal	Statute	Establishes Native American programs

29 U.S.C.A. §3222	Federal	Statute	
299			Establishes Migrant and Seasonal farmworker programs.
29 U.S.C.A. §3233	Federal	Statute	
300			Establishes the Secretary of Labor shall ensure the Department has the capacity to provide and provides technical assistance, appropriate training, staff development, etc.
29 U.S.C.A. §3224	Federal	Statute	
301			Requires evaluations of the programs under WIOA.

29 U.S.C.A. §3225	Federal	Statute	
302			Establishes national dislocated worker grants to provide assistance for disaster relief employment. Establishes eligibility and requirements. Provides additional assistance in areas where there is a higher than average demand for employment and training activities for dislocated members of the armed services.
29 U.S.C.A. §3226	Federal	Statute	
303			Establishes the YouthBuild program, which enables disadvantaged youth to obtain education and employment skills, meaningful work opportunities, and foster the development of leadership skills. Establishes the program requirements for eligible participants, what are eligible activities, the authorization of appropriations.
29 U.S.C.A. § 3227	Federal	Statute	
304			Authorizes appropriations for Native America and migrant and seasonal farmworkers, includes authorization for technical assistance, demonstration and pilot projects, evaluations, and incentive grants. Also establishes the carryover of unobligated funds to remain available for assistance for veterans and eligible workers.

<p>29 U.S.C.A. §§3241 -3255</p> <p>305</p>	<p>Federal</p>	<p>Statute</p>	<p>Establishes the administration of the Workforce Investment Systems. Includes authorization for the Secretary of Labor to monitor, the establishment of fiscal controls, requirements for reports and recordkeeping, judicial review if the Secretary declines an award, the transfer of Federal equity in State employment security real property to the State, and other general program requirements.</p>
<p>29 U.S.C.A. §§3271-3333</p> <p>306</p>	<p>Federal</p>	<p>Statute</p>	<p>Subchapter in WIOA regarding Adult Education and Literacy. Includes: Authorizes funds to be used for carrying out corrections education and education of other institutionalized individualized, which can include academic programs for career pathways and the Secretary shall establish and carry out a program of national leadership activities, which may include collecting data regarding the improvement of local and State data systems.</p>
<p>29 U.S.C.A. §§3341-3361</p> <p>307</p>	<p>Federal</p>	<p>Statute</p>	<p>Establishes the general provisions of WIOA and references to prior legislation.</p>

308	19 U.S.C.A. §§ 2101, et. al	Federal	Statute	The Trade Act of 1974, which is the law under Title 19, Customs Duties, Chapter 12. The Trade Act includes adjustment assistance for workers, including benefit allowance, training, and other employment services where injury is caused by import competition.
309	20 C.F.R. Part 601	Federal	Statute	Regulations regarding the Administrative Procedures of the U.S. Department of Labor, Employment and Training Administration.
310	20 C.F.R. Part 602	Federal	Statute	Regulations regarding the quality control in the Federal-State Unemployment Insurance system.

20 C.F.R. Part 603	Federal	Statute	
311			Regulations regarding the Federal-State Unemployment Compensation (UC) Program: Confidentiality and Disclosure of State UC Information
20 C.F.R. §603.4	Federal	Statute	
312			Provides for the confidentiality requirement of Federal UC law.
20 C.F.R. §603.5	Federal	Statute	
313			Provides for the exceptions to the confidentiality requirement, including what constitutes informed consent of an individual's or an employer's information.

20. C.F.R. §603.9	Federal	Statute	
314			Provides for the safeguards and security requirements that apply to information permitted to be disclosed.
20 C.F.R. §603.10	Federal	Statute	
315			Provides for the requirements of an agreements permitting disclosure.
20 C.F.R. Part 604	Federal	Statute	
316			Regulations for Eligibility for Unemployment Compensation

20 C.F.R. Part 606	Federal	Statute	
317			Regulations regarding Tax Credits under FUTA; Advances Under Title XII of the Social Security Act.
20 C.F.R. Part 609	Federal	Statute	
318			Regulations Unemployment Compensation for Federal Civilian Employees
20 C.F.R. Part 614	Federal	Statute	
319			Regulations regarding Unemployment Compensation for Ex-Service Members

20 C.F.R. Part 615	Federal	Statute	
320			Regulations regarding Extended Benefits in the Federal-State Unemployment Compensation Program
20 C.F.R. Part 616	Federal	Statute	
321			Regulations regarding Interstate Arrangement for Combining Employment and Wages
20 C.F.R. Part 617	Federal	Statute	
322			Regulations regarding the Trade Adjustment Assistance Workers under the Trade Act of 1974

20 C.F.R. Part 618	Federal	Statute	
323			Regulations regarding the Trade Adjustment Assistance Workers under the Trade Act of 1974, as amended
20 C.F.R. Part 619	Federal	Statute	
324			Regulations regarding the Unemployment Compensation Data Exchange Standardization for Improved Interoperability
20 C.F.R. Part 625	Federal	Statute	
325			Regulations regarding Disaster Unemployment Assistance

20 C.F.R. Part 639	Federal	Statute	
326			Regulations regarding Worker Adjustment and Retraining Notification
20 C.F.R. Part 640	Federal	Statute	
327			Regulations regarding Standard for Benefit Payment Promptness- Unemployment Compensation
20 C.F.R. Part 641	Federal	Statute	
328			Regulations regarding Provisions Governing the Senior Community Service Employment Program

20 C.F.R. Part 645	Federal	Statute	
329			Regulations regarding Provisions Governing Welfare-to-Work Grants
20 C.F.R. Part 650	Federal	Statute	
330			Regulations regarding the Standard for Appeals Promptness- Unemployment Compensation
20 C.F.R. Part 651	Federal	Statute	
331			Regulations regarding the General Provisions Governing the Federal-State Employment Service System

20 C.F.R. Part 652	Federal	Statute	
332			Regulations regarding the Establishment and Functioning of State Employment Services
20 C.F.R. Part 653	Federal	Statute	
333			Regulations regarding the Services of the Employment Service System
20 C.F.R. Part 654	Federal	Statute	
334			Regulations regarding the Special Responsibilities of the Employment Service System

20 C.F.R. Part 655	Federal	Statute	
335			Regulations regarding the Temporary Employment of Foreign Workers in the United States
20 C.F.R. Part 656	Federal	Statute	
336			Regulations regarding the Labor Certification Process for Permanent Employment of Aliens in the United States
20 C.F.R. part 658	Federal	Statute	
337			Regulations regarding the Administrative Provisions Governing the Job Service System

20 C.F.R. Part 660	Federal	Statute	
338			Regulations regarding the Introduction to the Regulations for Workforce Investment Systems under Title I of the Workforce Investment Act
20 C.F.R. Part 661	Federal	Statute	
339			Regulations regarding Statewide and Local Governance of the Workforce Investment System under Title I of the Workforce Investment Act
20 C.F.R. Part 662	Federal	Statute	
340			Regulations regarding the Description of the One-Stop System Under Title I of the Workforce Investment Act

20 C.F.R. Part 663	Federal	Statute	
341			Regulations regarding Adult and Dislocated Worker Activities under Title I of the Workforce Investment Act
20 C.F.R. Part 664	Federal	Statute	
342			Regulations regarding Youth Activities under Title of the Workforce Investment Act
20 C.F.R. Part 665	Federal	Statute	
343			Regulations regarding Statewide Workforce Investment Activities under Title I of the Workforce Investment Act

344	20 C.F.R. Part 666	Federal	Statute	Regulations regarding Performance Accountability under Title I of the Workforce Investment Act
345	20 C.F.R. Part 667	Federal	Statute	Regulations regarding the Administrative Provisions under Title I of the Workforce Investment Act
346	20 C.F.R. Part 668	Federal	Statute	Regulations regarding the Indian and Native American Programs under Title I of the Workforce Investment Act

20 C.F.R. Part 669	Federal	Statute	
347			Regulations regarding the National Farmworker Jobs Program under Title I of the Workforce Investment Act
20 C.F.R. Part 670	Federal	Statute	
348			Regulations regarding the Job Corps under Title I of the Workforce Investment Act
20 C.F.R. Part 671	Federal	Statute	
349			Regulations regarding National Emergency Grants for Dislocated Workers

20 C.F.R. Part 672	Federal	Statute	Regulations regarding Provisions Governing the YouthBuild Program
350			

Agency Name: SC Department of Employment and Workforce

**Fiscal Year 2015-16
Accountability Report**

Agency Code: R600 **Section:** 0

Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>
UI	Claimants	Unemployment Insurance (UI) benefits	General Public	
Tax	Employers	UI, worker training, tax credits, layoff	Industry	
WIOA	jobseekers, to include veterans, individuals	provide resume writing training, interview	General Public	
WED, UI	General Assembly	Education on state Employment issues and	Legislative Branch	
WED, UI	Local Workforce Boards	Policy guidance, funding	Local Govts.	
Wed, UI	Department of Labor	State administration of DOL		
Wed, UI, Tax	Governor	providing guidance and fulfilling the mission	Executive Branch/State Agencies	

Agency Name: SC Department of Employment and Workforce

Fiscal Year 2015-16
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Agency Code: R600 **Section:** 000

Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Objective(s)
Department of Corrections	State Government	Work on Second Chance Initiatives	Employing Ex-Offenders/Phase II
Economic Developers	Local Government	Educate of services provided	Outreach
Department of Juvenile Justice	State Government	Work on Second Chance Initiatives	Employing Ex-Offenders/Phase II
Veteran Affairs	Federal Government	Assist with providing services to Veterans	Employing Veterans
Commission on Higher Education	State Government	Assist with providing services to Veterans	Employing Veterans
SC Veteran Affairs	State Government	Assist with providing services to Veterans	Employing Veterans/Phase II
Fast Forward	Non-Governmental Organization	Assist with providing services to Veterans	Employing Veterans
Teleman	Non-Governmental Organization	Assist with providing services to Veterans	Employing Veterans
Army National Guard	State Government	Assist with providing services to Veterans	Employing Veterans
Army Reserves	Federal Government	Assist with providing services to Veterans	Employing Veterans
One 80 Place	Non-Governmental Organization	Assist with providing services to Veterans	Employing Veterans
Vocational Rehabilitation	State Government	Assist with providing services to Veterans	Employing Veterans/Phase II
Upstate Warrior Solutions	Non-Governmental Organization	Assist with providing services to Veterans	Employing Veterans
Lowcountry Warrior Solutions	Non-Governmental Organization	Assist with providing services to Veterans	Employing Veterans
SC Serves	Non-Governmental Organization	Assist with providing services to Veterans	Employing Veterans
Alston Wilkes	Non-Governmental Organization	Assist with providing services to Veterans	Employing Veterans
RECON SC	Non-Governmental Organization	Assist with providing services to Veterans	Employing Veterans
Office of Federal Contractor Compliance	Federal Government	Help contractors reach hiring benchmarks	Employing Veterans
U.S. Attorneys Office	Federal Government	Work on Second Chance Initiatives	Employing Ex-Offenders
SC Probation Pardon and Parole	State Government	Work on Second Chance Initiatives	Employing Ex-Offenders/Phase II
AbleSC	Non-Governmental Organization	Work on employing individuals with disabilities	Increase employment outcomes
Department of Education	State Government	State educational leader for Sector Strategies	Implement and sustain sector
State Technical College System	State Government	State post graduate educational leader for Sector Strategies	Implement and sustain sector
Department of Commerce	State Government	State economic development leader for Sector Strategies	Implement and sustain sector
Office of Aging	State Government	Hiring older workers	Phase II MOU
Commission for the Blind	State Government	Hiring individuals with disabilities	Increase employment outcomes
SCMEP	State Government	Engaging at risk firms	Increase the number of
Transitions	Non-Governmental Organization	Hiring individuals with low income	Increase employment outcomes
Local Council of Government	Local Government	Coordination	Implement and sustain sector
State Workforce Development Board	State Government	Leadership	All the above
SC Chambers of Government	State Government	Partnership	Implement and sustain sector
Council of Competiveness	Professional Association	Partnership	Implement and sustain sector
Goodwill	Non-Governmental Organization	Hiring individuals with low income	Implement and sustain sector
Department of Social Services	State Government	Hiring individuals with low income	Implement and sustain sector

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Report Template

Item	Report Name	Name of Entity Requesting the Report	Type of Entity	Reporting Frequency	Submission Date (MM/DD/YYYY)	Summary of Information Requested in the Report	Method to Access the Report
1	Restructuring Report	House Legislative Oversight Committee					
2	Accountability Report	Executive Budget Office					
3	SCUBI Consortium Report	US Congress		quarterly	Jan, Mar, Jun, Dec	Status update keeping federal legislative and administrative bodies informed as to the disposition and level of completion of the SCUBI project.	dol.gov
4	DOL Quarterly Narrative Progress Report ETA Form-9165	US Department of Labor		Quarterly	February (1.5 months after close of latest quarter)	The reason for the collection of information is general program oversight, evaluation, and performance assessment by the DOL for the management of Supplemental Budget Requests/Funds given to DEW.	Copies can be obtained through SC DEW's Division of Business Solutions
5	Appeals Pending Supplement	US Department of Labor		monthly	by the 20th of every month	workload measurement review	US Department of Labor
6	South Carolina Attorney General's Annual Insurance Fraud Report	SC Attorney General		annually	first quarter of calendar year	assist SC Attorney General with its annual report to the General Assembly on Insurance Fraud	SC Attorney General
7	Benefit Appeals Report ETA-5130	US Department of Labor		monthly	by the 20th of every month	workload measurement review	US Department of Labor
8	Energy Annual Progress Report	Office of Regulatory Staff		Annually	September	Energy conservation plan	www.energy.sc.gov
9	CPIP - Comprehensive Permanent Improvement Plan	Executive Budget Office		Annually	March	Permanent improvement plan	www.admin.sc.gov
10	Property Report	Dept of Administration		As requested- previously an annual report	December	Inventory of Agency's Real Property	www.admin.sc.gov
11	Recycling Report	DHEC		Annually	September	Report on agency's recycling efforts	www.scdhec.gov
12	Bank Account Transparency Proviso Report	SC Legislature		Annual	October	Promotion of fiscal transparency for agencies utilizing composite reservoir accounts	www.dew.sc.gov
13	Fines and Fees Report Proviso Report	Chairman of Senate Finance and Chairman of Ways and Means		Annual	September	Promotion of fiscal transparency for agencies collecting fees and fines	www.dew.sc.gov
14	Indirect Cost Rate Proposal	USDOL		Annual	December	Federal review of the agency's adherence to its federally approved cost allocation plan.	By request
15	Unemployment Compensation Fund Audited Financial Statements	Office of the SC State Auditor, Office of the SC Comptroller General		Annual	September	To promote transparency and facilitate measurement of agency financial operations via independently audited financial statements prepared in accordance with GAAP.	http://osa.sc.gov/stateengagements/Pages/EmploymentandWorkforce.aspx
16	Agency-Wide Audited Financial Statements and A-133 'Single' Audit Report	USDOL		Annual	March	To promote transparency and facilitate measurement of agency financial operations via independently audited financial statements prepared in accordance with GAAP.	http://osa.sc.gov/stateengagements/Pages/EmploymentandWorkforce.aspx
17	Minority Business Utilization Plan	SC Legislature		Annual	June	To provide transparency and assurance that the agency is providing procurement opportunities to small and minority business owners.	By request

18	Unemployment Insurance (UI) Resource Justification Model (RJM)	USDOL	Annual	January	To provide data to USDOL on agency expenditures for the UI program, by USDOL-stipulated function code, which is then compared to actual/forecasted workloads by function, and used to determine base funding levels for subsequent fiscal years for South Carolina's UI program.	http://www.ows.doleta.gov/rjm/
19	ETA 9130 - Quarterly Financial Status Reports	USDOL	Quarterly	Quarterly	To provide detailed expenditure information on the grant award financial activities to federal grantor agencies.	By request
20	UI Trust Fund Report		Annually	January 15th		
21	Agency Debt Report		Annually	February 28th		
22	ETA- 8413 - Income-Expense Analysis, UC Fund Benefit Payment Account	USDOL	Monthly	February	Provides information on bank charges, account balances, and bank compensation. It also assures State UI administrators that the funds for which they are accountable are properly administered by persons or financial organizations acting in a custodial capacity.	By request
23	ETA-8405 - Monthly Analysis of Clearing Account	USDOL	Monthly	February	The ETA 8405 report is a record of clearing account transactions recorded in the books of each State.	By request
24	ETA-8401 - Monthly Analysis of Benefit Payment Account	USDOL	Monthly	February	The ETA 8401 is a record of benefit payment account transactions recorded in the books of each state. The ETA 8401 allows the National Office and the SWAs to monitor the amount of monies kept in the benefit payment account.	By request
25	ETA-2112 - UI Financial Transaction Summary	USDOL	Monthly	February	Form ETA 2112 provides a summary of data pertaining to State UI tax collections, regular benefits paid, Federal and State shares of extended benefits paid, third tier program benefits paid, and other transactions affecting the unemployment trust fund. In addition, it reflects specific areas where adjustments are indicated to determine the adequacy of resources available for regular unemployment benefit payments. Data from this form is also used with data from other statistical reports to study trends in financial aspects of the UI program and as a basis for solvency studies.	By request
26	ETA-191 - Statement of Expenditures and Financial Adjustments of Federal Funds for Unemployment Compensation for Federal Employees and Ex-Service members	USDOL	Quarterly	January	Used by each State employment security agency (SESA) to report to the National Office (NO): 1) the quarterly summary of UCFE and UCX expenditures and adjustments, and 2) the total amount of benefits paid by the SESA to claimants of specific Federal agencies. USDOL then bills the relevant federal agencies for all UI benefits, and those receipts are used to replenish the federal funds drawn down by the state.	By request
27	Work Opportunity Tax Credit (WOTC)	DOL	Quarterly	up to 45 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	https://www.eta-reports.doleta.gov/CFDOCS/grantee_prod/reporting/index.cfm

28	Youth Demo Grant	DOL	Quarterly	up to 45 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	https://www.eta-reports.doleta.gov/CFDOCS/grantee_prod/reporting/index.cfm
29	Dislocated Worker Training Grant (DWTG) - National Emergency Grant (NEG)	DOL	Quarterly	up to 45 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	https://www.eta-reports.doleta.gov/CFDOCS/grantee_prod/reporting/index.cfm
30	National Dislocated Worker Grant (NDWG) - Disaster	DOL	Quarterly	up to 45 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	https://www.eta-reports.doleta.gov/CFDOCS/grantee_prod/reporting/index.cfm
31	Trade Adjustment Assistance (TAA) - TAPR (Trade Activity Participant Report)	DOL	Quarterly	up to 45 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	https://www.eta-reports.doleta.gov/CFDOCS/grantee_prod/reporting/index.cfm
32	Trade Adjustment Assistance (TAA) - TAA Data Integrity (TAADI)	DOL	Quarterly	up to 45 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	https://www.eta-reports.doleta.gov/CFDOCS/grantee_prod/reporting/index.cfm
33	Workforce Innovation & Opportunity Act (WIOA)	DOL	Quarterly	up to 45 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	https://www.eta-reports.doleta.gov/CFDOCS/grantee_prod/reporting/index.cfm
34	WIOA Annual Report	DOL	Annual	up to 45 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	https://www.scworks.org/wia.asp
35	Veteran's 200 A, B, C Performance Report (Services provided by Veteran Program staff)	DOL	Quarterly	up to 15 days after QTR ends	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	FOIA - Veterans Program Manager
36	Veteran's 9002-D (Vets Labor Exchange Performance Report)	DOL	Annual	February, May, August, November	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	FOIA - Veterans Program Manager
37	Veterans Technical Performance Narrative	DOL	Quarterly	April	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	FOIA - Veterans Program Manager
38	Foreign Labor Report (ETA 9127)	DOL	Quarterly	February	In order to effectively meet its management responsibilities and to have adequate data with which to evaluate the designated federal program.	FOIA - Veterans Program Manager
39	SC TAPR Report	N/A	Quarterly	N/A	Report statewide participant data for the Trade Adjustment Assistance Program (TAPR)	www.doleta.gov
40	TPS Report	US Department of Labor	Annually	N/A	Provide DOL with detailed information on UI performance measures.	Report is available at (s:)\Internal_Audit_and_Review\TPS\TPS Review 2014\Final Audit Report. A copy could be requested.
41	Employment & Training Administration (ETA)227 Report	US Department of Labor	Quarterly	July 7, 1905	The report reflects detections and recovery of improper payments	

42	Sunsystem Report	US Department of Labor	Daily	March 16, 2016	To provide current/updated SC data of the UI program to DOL for statistical purposes.	Improper payment rate is provided through USDOL yearly at www.dol.gov/general/maps/statelist
43	WIOA Monitoring Report	US Department of Labor	Annual	October 1st	To provide oversight and compliance monitoring as required by the Workforce Innovation and Opportunity Act of Federal grant funds	Request to Jake Sherbert at jsherbert@dew.sc.gov
44	Annual Summary of Job Services to Migrant Seasonal Farm Workers (MSFW)	US Department of Labor	Annual		To collect and disseminate information about farmworker needs, characteristics, services provided, and concerns to improve the provision of services to farmworkers.	Request to Jake Sherbert at jsherbert@dew.sc.gov
45	Labor Exchange Agricultural Reporting System (LEARS) ETA 5148 Report	US Department of Labor	Quarterly		To collect and disseminate information about farmworker needs, characteristics, services provided, and concerns to improve the provision of services to farmworkers.	Request to Jake Sherbert at jsherbert@dew.sc.gov or www.eta-reports.doleta.gov
46	Budget Provision		Annually			
47	Trust Fund Assessment		Annually			

Agency Name: SC Department of Employment and Workforce

Fiscal Year 2015-16
Accountability Report

Agency Code: R600 **Section:** 000

Oversight Review Template

Item	Name of Entity Conducted Oversight Review	Type of Entity	Oversight Review Timeline (MM/DD/YYYY to MM/DD/YYYY)	Method to Access the Oversight Review Report
	US Department of Labor	Federal	1/1/2016 to 12/31/2016	On File with Agency
	SC Legislative Audit Council	State	06/1/2016 – 05/30/2017	State Audit Records
	SC LCI Committees	State	06/1/2016 – 05/30/2017	State legislative Records
	SC Governor's office	State	06/1/2016 – 05/30/2017	On File with Agency
	Social Security Administration	Federal	08/01/2016 to 09/30/2016	On File with Agency
	Internal Revenue Service	Federal	08/01/2016 to 09/30/2017	On File with Agency