

Hawaii Unemployment Insurance Employer

- ▶ Website

March 2019

<https://huiclaims.hawaii.gov/>

UI One-stop, Self-service Web Application

New Interactive Employer Web Application

Apply for a DOL/UI Account Number - Launched Feb. 2018

Request Refund by direct deposit - Launched Aug. 2018

Report Quarterly Wage Data - Launched Dec. 2018

Make Contribution Payments - Launched Dec. 2018

Complete online forms and much more - Launched Dec. 2018

Launched Form UC-1 February 2018


- ▶ Form UC-1 was used to apply for a DOL/UI Account number
- ▶ Response time for processing of the manual UC-1 took 3 to 4 weeks
- ▶ Response time on the automated system is instantaneous

Old Paper Form UC-1 Application Process

- ▶ Missing information
- ▶ Incomplete information
- ▶ UI staff would need to contact employer
- ▶ Wait for reply
- ▶ Time consuming process for all involved

Website

Apply for DOL/UI Account Number




State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance

EMPLOYER LOGIN	CREATE ONLINE PROFILE	REGISTER FOR UI ACCOUNT NUMBER
<p>Online Business ID</p> <input type="text"/>	<p>Already have a Hawaii Unemployment Insurance (UI) account number? Click "Create Online Profile".</p>	<p>Register your business for a UI account number or reactivate your account.</p>
<p>E-mail Address</p> <input type="text"/>	<p>Hours of Availability: Monday through Friday 6:30 a.m. to 5:30 p.m. HST 8:00 p.m. to 11:00 p.m. HST</p>	<p>Only owners, partners/members, and officers of the business can register.</p>
<p>Sign in</p>	<p>Weekends and Holidays 6:30 a.m. to 11:00 p.m. HST</p>	<p>This person will be designated the administrative user. Each business account can only have 1 administrative user. The administrative user can add or inactivate sub-users.</p>
<p>Forgot Online Business ID? Cancel</p>	<p>Create Online Profile</p>	<p>5 Register for UI Account Number</p>

Website

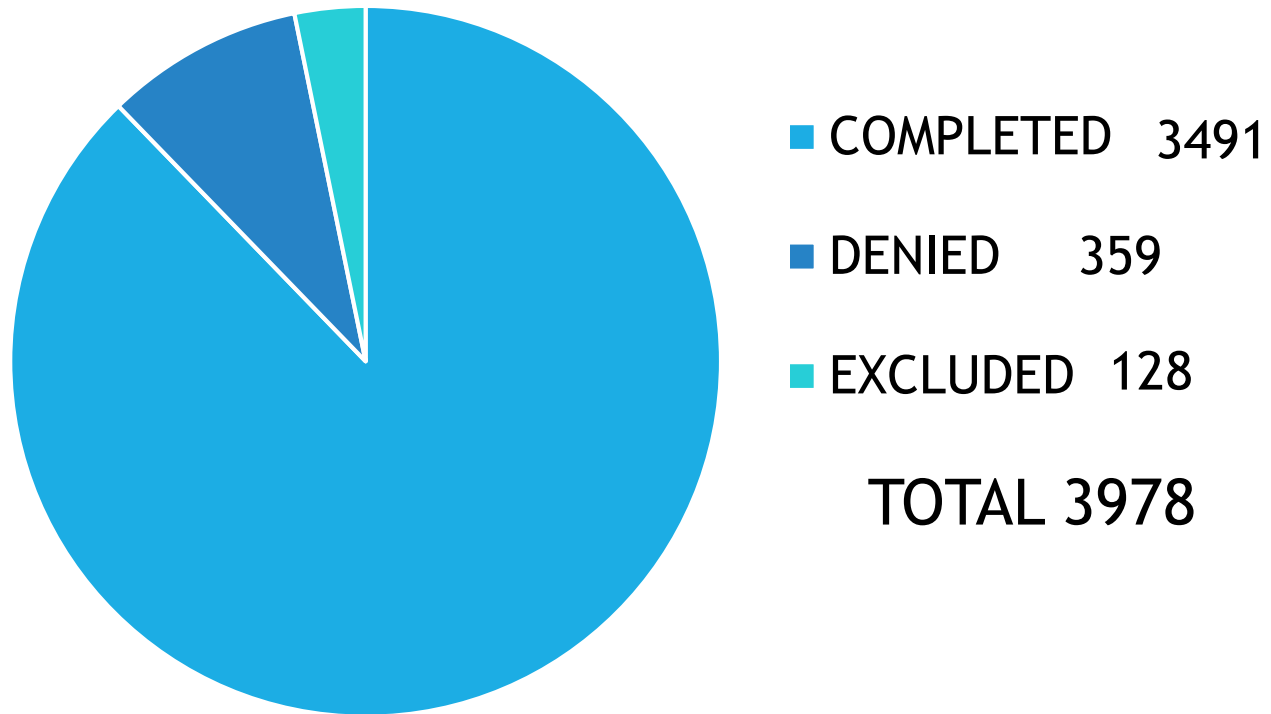
Apply for DOL/UI Account Number

- ▶ Same questions as the paper Form UC-1
- ▶ Must answer all questions before submitting
- ▶ Submit application  Instant Reply by email

Went from a 3 to 4 week response time,
to an Immediate Response

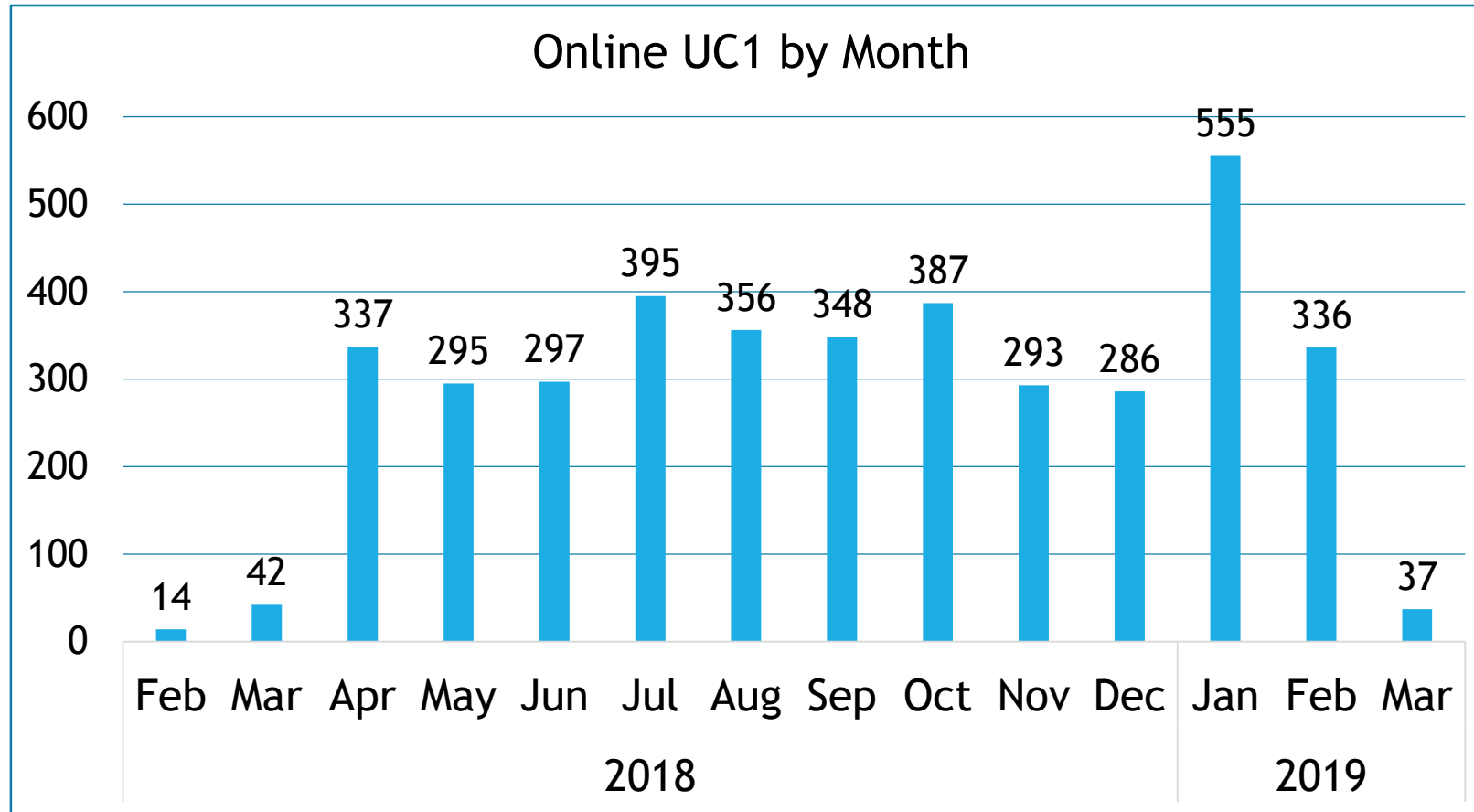
Website Apply for DOL/UI Account Number

Online UC-1



Website

Apply for UI Account Number



UC1 by
Month

Account Inquiry

- ▶ View employer account information
 - ▶ Check your UI tax rate
 - ▶ Taxable wage base \$46,800 for 2019
 - ▶ Tax schedule “C” for 2019
 - ▶ Balance due or credit balance
 - ▶ Past report filing and payments up to 5 years

Account Inquiry

firstname

Logout

Home / Account Inquiry

Account Inquiry

EMPLOYER INFORMATION

Account Number:

0007110057

Federal ID Number:

87-0000078

Registered Name:

TEST FORMS CHANGENAME

DBA:

TEST FORMS BUTTON DBA

Mailing Address:

1234 ELM
ST LOUIS, HI 96818

Phone:

(808) 764-3213

Liable Date:

01/01/2016

Status:

Active

ACCOUNT SUMMARY

2018	2019
2019	
Schedule:	C
Taxable Wage Base:	\$46,800.00
Contribution Rate:	Pending
E & T Assessment Rate:	Pending
Current Credit Balance:	\$9,585.48
YTD Benefits Charged:	\$0.00
* Does not include current quarter.	

Account Inquiry - Summary

ACCOUNT SUMMARY	
2018	2019
2019	
Schedule:	C
Taxable Wage Base:	\$46,800.00
Contribution Rate:	Pending
E & T Assessment Rate:	Pending
Current Credit Balance:	\$9,585.48
YTD Benefits Charged:	\$0.00
* Does not include current quarter.	

Account Inquiry - Quarterly Report History - 5 years

Quarterly Report	Rate
Report Year:	2018
Report Quarter:	QTR 2
<i>(It may take 24-48 hours for any reports and payments to display.)</i>	
Quarterly Report Received Date:	No Report Received
Wage Source:	No Report Filed
Contribution Rate:	2.400%
E & T Assessment Rate:	0.010%
Total Wages:	\$0.00
Excess Wages:	\$0.00
Taxable Wages:	\$0.00
Contribution Assessed:	\$0.00
E & T Assessed:	\$0.00
⊕ P & I Assessed:	\$0.00
Paid:	\$0.00
Adjusted:	\$0.00
Balance Due:	\$0.00
Benefit Charges *:	\$0.00

- ▶ By Year /Quarter
- ▶ Dated Report Filed
- ▶ Recap of Wage Report
 - ▶ Total Wages
 - ▶ Excess Wages
 - ▶ Taxable Wages
 - ▶ Assessment Amounts
 - ▶ Amount Paid
 - ▶ Balance Due

Account Inquiry - Rate

Quarterly Report	Rate
Report Year:	2018
Schedule:	C
Contribution Rate:	2.400%
E & T Assessment Rate:	0.010%
<input type="checkbox"/> Three Years of Taxable Payroll:	\$0.00
2015:	\$0.00
2016:	\$0.00
2017:	\$0.00
Average Annual Taxable Payroll:	\$0.00
<input type="checkbox"/> Total Reserve Balance (12/31/2017):	\$0.00
Reserve Balance (12/31/2016):	\$0.00
Contributions:	\$0.00
Benefits Charged (2017):	\$0.00
Total Reserve Balance = (Reserve Balance + Contributions - Benefits Charged)	
Reserve Ratio:	0.0000
(Total Reserve Balance / Average Annual Taxable Payroll)	

- ▶ By Year
- ▶ Contribution Schedule
- ▶ Contribution Rate
- ▶ E&T Assessment Rate
- ▶ Calculation of Rate
 - ▶ 3 years of payroll
 - ▶ Reserve Balance
 - ▶ Reserve Ratio

Form UC-B6

Quarterly Wage and Contribution Report

Home / Quarterly Wage

TEST FORMS BUTTON

FILE / AMEND QUARTERLY WAGE REPORT

Select the year and quarter and click 'File/Amend' to begin reporting or to amend a previously filed quarterly report.

Select Year: 2018 ▼

Select Quarter: QTR 4 ▼

File / Amend

- ▶ Select Year and Quarter
- ▶ File / Amend

Form UC-B6

Quarterly Wage and Contribution Report

3 ways to enter employee data:

1. Manually: Enter each employee: SSN, name and quarterly wages.
2. Load from a Previous Quarter: Used to pre-fill SSN and name from any previously filed quarter.
3. Import From File: Used to import a .csv file using an import template.

Form UC-B6

Quarterly Wage and Contribution Report

1. Enter Quarterly Wage

2. Review & Submit

3. Payment & Confirmation

Employers are required to submit this report **no later than the last day of the month following the close of each quarter**. Non-profit employers approved to participate in the self-financing program are required to report their quarterly wages. Penalty and interest will be assessed for failing to file timely or sufficient reports, and/or failing to submit payment. In addition, employers failing to submit a report shall receive the maximum contribution tax rate allowable by law for the entire year(s).

* Indicates a required field

Do you have employees to report? * ☒ YES ☐ NO

2. LOAD FROM PREVIOUS QUARTER >

3. IMPORT FROM FILE >

Quarterly Wage, Contribution and E&T Assessment Report

SSN *	Last Name *	First Name *	Middle Initial	Total Gross Qtr. Wages Paid *	Out of State	Excess (\$45,900.00)	Taxable Wage	Action
999-99-9999				0.00	<input type="checkbox"/>			<div>Save</div> <div>Clear</div>

Form UC-B6

Quarterly Wage and Contribution Report

1. Enter Quarterly Wage

2. Review & Submit

3. Payment & Confirmation

Please review the following information. If correct, click on 'Submit Wages'. To make changes, click 'Revise Information'.

SSN	Last Name	First Name	Middle Initial	Quarter Wage	Out of State	Excess	Taxable Wage
xxx-xx-1111	MYLASTNAME	MYFIRSTNAME	MI	\$111,111.00		\$65,211.00	\$45,900.00
TOTAL [1]:				\$111,111.00		\$65,211.00	\$45,900.00
Contribution (2.40%)							\$1,101.60
E & T Amount (0.01%)							\$4.59
Q4/2018 Tax							\$1,106.19

Covered Worker Count

10/12/2018	11/12/2018	12/12/2018
1	1	1

☒ I am duly authorized to submit this report. I certify the above statements to be correct to the best of my knowledge and belief.

Return Home

Revise Information

Submit Wages

Web App calculates:

- ▶ Total Wages, Excess Wages, Taxable Wages
- ▶ Calculates Contributions and E&T Assessment Amounts
- ▶ Total Due Amount
- ▶ User Reviews and Submits report

Payment

1. Enter Quarterly Wage

2. Review & Submit

3. Payment & Confirmation

Enter the payment amount. You can pay by e-check. There is no-charge for e-check payments.

Amount Due	\$602.50
Penalties & Interest	\$60.00
Outstanding Balance	\$0.00
Total Due	\$662.50

REMITTANCE AMOUNT *	<input type="text" value="\$662.50"/>
PAYMENT TYPE *	<input type="text" value="e-Check"/>
Account Type ? *	<input type="text" value="Checking"/>
Routing Number ? *	<input type="text" value="xxxxx1015"/>
Account Number ? *	<input type="text" value="xxxxxx7890"/>
Financial Institution	FIRST HAWAIIAN BANK
Re-enter Routing Number *	<input type="text" value="xxxxx1015"/>
Re-enter Account Number *	<input type="text" value="xxxxxx7890"/>

Exit (Pay Later)

Continue

- ▶ Displays amount due, penalties and interest, outstanding balance or credits
- ▶ Bank Account Number
- ▶ Routing Number
- ▶ Continue, Review, and Submit

Other Online Features

- ▶ Amend a report; Make a payment
- ▶ Notices online: Benefit Charge Statements, Contribution Rate Notice, Delinquency Notice
- ▶ Credit Refunded via Direct Deposit
- ▶ Forms
 - ▶ UC-25 to change address or phone number; terminate account.
 - ▶ UC-348 Partial Unemployment Information - Verification of Partial Unemployment Status
 - ▶ UC-226 - Verification of Registration with a Referring Union.

Other Online Features

- ▶ File for Weekly Report of Low Earnings
- ▶ Appeals - File and view appeals
- ▶ Electronic Response to Separation Request
- ▶ Emails notifications sent for most online activity

Questions?

