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		
Online Business ID	Already have a Hawaii Unemployment Insurance (UI) account number? Click "Create Online Profile".	Register your business for a UI account number or reactivate your account.		
E-mail Address Sign in Forgot Online Business ID? G Cancel	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 Weekends and Holidays 6:30 a.m. to 11:00 p.m. HST	Only owners, partners/members, and officers of the business can register. 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.		
	Create Online Profile	Register for UI Account Number		

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



7

Website Apply for UI Account Number



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

Home / Account Inquiry

Account Inquiry

EMPLOYER INFORMATION					
Account Number:	0007110057				
Federal ID Number:	87-000078				
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:	С						
Taxable Wage Base:	\$46,800.00						
Contribution Rate:	Pending						
E & T Assessment Rate	e: Pending						
Current Credit Balance	\$9,585.48						
YTD Benefits Charged:\$0.00* Does not include current quarter.							

Logout

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.						

11

Account Inquiry - Quarterly Report History - 5 years

Quarterly Report		Rate	B
	Report Year:	2018 오	
	Report Quarter:	QTR 2 🧿	
	(It may take 24-48 hours for any reports and	l payments to display.)	► R
	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

12

- Amount Paid
- Balance Due

Account Inquiry - Rate

Quarterly Report Rate		By Year
Report Year:	2018 오	Contribution Schedule
Schedule: Contribution Rate:	C 2.400%	Contribution Rate
E & T Assessment Rate:	0.010% \$0.00	E&T Assessment Rate
2015: 2016:	\$0.00 \$0.00	Calculation of Rate
2017: Average Annual Taxable Payroll:	\$0.00 \$0.00	3 years of payroll
□ Total Reserve Balance (12/31/2017):	\$0.00	Reserve Balance
Reserve Balance (12/31/2016): Contributions: Benefits Charged (2017):	\$0.00 \$0.00 \$0.00	Reserve Ratio
Total Reserve Balance = (Reserve Balance + Contributions - Benefits Charge Reserve Ratio: (Total Reserve Balance / Average Annual Taxable Payroll)	ged) 0.0000	



- 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.

	wage	Z. Rev		iiit		3. Payment & Confirmation		
Employers are req employers approv be assessed for fa report shall receiv * Indicates a requ	uired to submit thi ed to participate in ailing to file timely the maximum co ired field	s report no later to the self-financin or sufficient repo ntribution tax rate	t han the la g program rts, and/o e allowabl	ast day of the mo n are required to r failing to submi le by law for the o	onth following t report their qua it payment. In a entire year(s).	t he close of eac arterly wages. P addition, employ	ch quarter. N enalty and ir vers failing to	on-profit iterest wi submit a
Do you have emplo	oyees to report? *	● YES ○ NO		3.				
LOAD FROM PR	EVIOUS QUARTER		>	IMPORT	FROM FILE			3
Quarterly Wage, (Contribution and E&	T Assessment Re	port					
SSN *	Last Name *	First Name *	Middle Initial	Total Gross Qtr. Wages Paid *	Out of State	Excess (\$45,900.00)	Taxable Wage	Action

1. Enter Quarterly Wage 2. Review & Submit		3. Payı	ment & Confirmation	on	Web App calculates:			
Please review	the following info	rmation. If correct,	, click on 'Submit Wa	iges'. To make ch	anges, click	'Revise Informatio	on'.	► Total Wages,
SSN	Last Name	First Name	Middle Initial	Quarter Wage	Out of State	Excess	Taxable Wage	Frees Wages
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	Iaxable Wages
					Con	tribution (2.40%)	\$1,101.60	
					E & T	Amount (0.01%)	\$4.59	Calculates
						Q4/2018 Tax	\$1,106.19	Contributions and
			Covered Worke	er Count				E&T Assessment
	10/12/2018		11/12/201	18		12/12/2018		Amounts
	1		1			1		
								Total Due Amount
		ed to submit this report	t. I certify the above state	ements to be correct	to the best of n	ny knowledge and be	lief.	User Reviews and Submits report
	Return Ho	me	Revise Inform	nation		Submit Wages		17

Payment

1. Enter Quarterly Wage		2. Review & Su	ıbmit	3. Payme	3. Payment & Confirmatio		
Enter the payment amount. You car	n pay by e-ch	eck. There is no-	charge for e-check paymer	its.			
	Amount Due	e	\$602.50				
	Penalties &	Interest	\$60.00				
	Outstanding	g Balance	\$0.00				
	Total Due		\$662.50				
	REMITTANO	CE AMOUNT *	\$662.50				
	PAYMENT TYPE *		e-Check 🔻				
			Checking	•			
	Routing Nur	mber 🕜 *	xxxxx1015				
	Account Nu	mber 🕜 *	xxxxx7890				
	Financial In	stitution	FIRST HAWAIIAN BANK				
	Re-enter Ro	uting Number *	xxxxx1015				
	Re-enter Ac	count Number *	xxxxx7890				
	Ev	it (Pay Later)	Continu				

 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?

