

Notice to Employees

NOTICE TO EMPLOYEES

State regulations and laws protect employees' rights. As your employer, we have displayed this required posting in full compliance with the laws and regulations created to make you more fully aware of your rights. Should there be any questions or need for clarification, contact your immediate supervisor or the human resources department. We believe you have a right to know your protected rights.

Contact:

		_	
Departi	ment:		

Emergency Information

Telephone #

EMERGENGY

AMBULANCE					
FIRE - RESCUE					
HOSPITAL					
PHYSICIAN					
ALTERNATE					
POLICE					
CPR Contacts Ext.					
Name Ext.					
Name Ext.					

Name

T OGETHER E VERYONE A CHIEVES M ORE

BE PART OF THE SAFETY TEAM

000

Unemployment Insurance

Notice to Employees: Availability of Unemployment Compensation

Employees in this establishment are covered under the South Dakota Reemployment Assistance (RA) law (formerly known as Unemployment Insurance). Benefits are available to workers who become unemployed or whose working hours are reduced to less than full time, if they are:

- Able to work,
- Available for full-time work, and
- Meet certain eligibility requirements.

Employees who voluntarily quit without good cause, are discharged or suspended for misconduct, or refuse to accept suitable work may be denied benefits.

You may file an RA claim in the first week employment ends or hours are reduced.

To file a claim online, visit RAclaims.sd.gov 24 hours a day, seven days a week.

To file a claim by phone, call the Claims Call Center at 605.626.3179, Monday through Friday, 8 a.m. to 4:20 p.m. (Central Time). Speech and hearing-impaired applicants can call 800.877.1113.

You will need to provide the following information for DLR to process your claim:

- Full legal name
- Social Security Number
- Driver's license number or State ID number
- Employment history for the last 18 months
- Authorization to work (if you are not a U.S. citizen or resident)

Employees working less than full time or who become totally unemployed, if available for work, should register for work at one of the Job Service offices listed below. View an office directory at www.sdjobs.org.

- Aberdeen
- Lake Andes
- N. Sioux City

Rapid City

- Sioux Falls
- Vermillion

BrookingsHuron

Ext.

- MadisonMitchell
- Pierre
- Sisseton
- WatertownWinner
- Spearfish

If you have questions about the status of your RA claim, you can call the Customer Service Center at 605.626.2452, email <u>DLRRADivision@state.sd.us</u>, or log in to your account and view the status under the Welcome message.

PLEASE POST THIS NOTICE IN A VISIBLE PLACE.



Reemployment Assistance Division 420 S Roosevelt St | PO Box 4730 Aberdeen, SD 57402-4730

REV 05/2020

Yankton