



First Quarter 2014

State Disability Insurance (SDI) Online: Quick, Easy, and Secure!

SDI Online is a convenient and secure Web-based system that makes it easier for you, the employer, to submit the required information about your employee's Disability Insurance claim.

Employers are legally required to submit a response to the Employment Development Department (EDD) within two business days of receiving a notice that their employee has filed a claim. SDI Online provides the most efficient method of meeting this requirement.

SDI Online offers many outstanding benefits for employers:

- Ability to electronically send and receive correspondence.
- Ability to securely transmit personal information.
- Ability to add representatives to submit information on behalf of the employer.
- Issuance of a confirmation receipt.

- Reduction in paperwork and overhead.
- Ability to submit these forms online:
 - *Notice to Employer of Disability Insurance Claim Filed* (DE 2503)
 - *Disability Insurance Eligibility Workers' Compensation* (DE 2578A)
 - *Employer's Statement of Job Duties* (DE 2546PE)

The EDD provides SDI Online webinars for employers at no cost. The webinars cover benefit rates, eligibility information, employer responsibilities, and general information about SDI Online. For more information, go to http://www.edd.ca.gov/Disability/SDI_online_Tutorials.htm.

If you'd like an EDD representative to provide a presentation to your staff or group, contact DIBOutreach@edd.ca.gov. For more general information about SDI Online or to establish an employer account, go to www.edd.ca.gov/disability.

Subscribe to E-mail for News and Updates – It's Simple

The Employment Development Department (EDD) wants to remind you of our convenient and complimentary e-mail subscription services that provide you the opportunity to keep up-to-date online.

You can subscribe to our e-mail lists to keep updated with the most current news on programs and services, stay updated on forms and publications, upcoming events, and important announcements!

The following subscription services are available:

- Unemployment Insurance Information
- Employment and Payroll Tax Information
- Labor Market Information
- Workforce Investment Act and Wagner-Peyser Act

To subscribe, go to www.edd.ca.gov/about_edd/Get_Email_Notices.htm, then select the option "I want to subscribe" and select one or all of the options. It's easy to keep updated and informed with the EDD!

Interest Rate will be 3%

For the period of January 1 through June 30, 2014, the interest rate will be 3% (0.03), compounded daily. The daily interest factor is 0.000082. Interest is charged on all delinquent taxes, interest, and certain penalties.

If you have questions regarding the interest rate, please visit: http://edd.ca.gov/Payroll_Taxes/Interest_Rate.htm or contact the Taxpayer Assistance Center at 888-745-3886.

DE 9 and DE 9C Reminders

To avoid processing delays, and to ensure your *Quarterly Contribution Return and Report of Wages* (DE 9), and the *Quarterly Contribution Return and Report of Wages (Continuation)* (DE 9C) are processed both timely and accurately, please remember to follow a few simple reminders.

DO:

- Only use black or blue ink.
- Ensure numbers and letters are legibly written within the box.
- Ensure that all required boxes are completed correctly.
- Always include the cents in the amount box; if none, put "00".
- Provide the entire Social Security Number.
- Always verify the amounts on both the DE 9 and DE 9C.

DON'T:

- Include unnecessary marks in the amount boxes, these may be interpreted as numbers.
- Insert dashes in the cent boxes.
- Make the cent amounts a smaller font.
- Use photocopies of the DE 9 or DE 9C.

To view and print a DE 9 or DE 9C form, go to http://edd.ca.gov/pdf_pub_ctr/de9.pdf or http://edd.ca.gov/pdf_pub_ctr/de9c.pdf. You may also call the Taxpayer Assistance Center at 888-745-3886 to request these forms.

As a reminder, you can also file your DE 9 and DE 9C by registering for e-Services for Business. For more information go to <https://eddservices.edd.ca.gov/index.html>.

Seminars to Help You!

The Employment Development Department (EDD), along with the Internal Revenue Service (IRS) and the Division of Labor Standards Enforcement (DLSE) have proudly partnered to offer you a select customized combination of no-fee classroom seminars. They are designed to help educate not only existing and established employers but also new employers to better understand and comply with the payroll tax laws.

The classroom seminars are offered at a variety of locations throughout California. The EDD also offers online seminars that allow you the flexibility to learn at your own pace, and wherever you choose to access the Internet.

See the chart below for a listing of some of the different seminars available to you.

The EDD Offers Classroom Seminars on:

- State payroll reporting requirements and recordkeeping.
- Determining if workers are employees or independent contractors.
- Managing Unemployment Insurance costs.
- Calculating and completing payroll tax forms.

The EDD and the IRS Jointly Offer Seminars on:

- Federal and state payroll tax reporting and withholding requirements.
- Electronic filing and payment options.
- Difference between employees and independent contractors and reporting requirements for independent contractors.

The EDD and the DLSE Jointly Offer Seminars on:

- Common wage and hour law application.
- Employer and employee rights and responsibilities.
- Recordkeeping, reporting, and posting requirements.

The EDD Offers Online Seminars on:

- Information to help you enroll and get started using **e-Services for Business** to manage your payroll tax account online.
- How to complete and when to submit the *Payroll Tax Deposit* (DE 88) coupon.
- Differences between employees and independent contractors.

To find out more about a tax seminar near you or to register online, access the EDD website at: http://www.edd.ca.gov/payroll_tax_seminars

Bank Deposits Are Now Delivered Electronically

On November 4, 2013, the Employment Development Department (EDD) implemented a new software that allows for paper checks to be electronically deposited directly with the banks.

This upgrade utilizes the Image Cash Letter (ICL) component from the Check Clearing for the 21st Century Act (Check 21). With

the implementation of the ICL upgrade, the EDD is now in conformity with the Check 21 law.

Other state agencies, including the Department of Child Support Services, Franchise Tax Board, Board of Equalization, and Department of Motor Vehicles have also recently implemented ICL software.

File your Report of New Employee(s) (DE 34)

It's a great opportunity to register and take advantage of the Employment Development Department's e-Services for Business to electronically submit your *Report of New Employee(s)* (DE 34).

The e-Services for Business is an easy and secure option for you to submit your DE 34 to report new hires or rehired employees within 20 days of the employee's start-of-work-date.

As a reminder, effective January 1, 2013, legislation changed the definition of a rehire. An individual is now considered a rehire if the employer/employee relationship ended and the individual returning to work has been separated from that same employer for at least 60 consecutive days.

Please remember, your timely reporting of new and rehired employees greatly benefits the children whose parents are delinquent in their child support obligations. Your new hire information is used by state and county agencies to assist in locating these parents. In addition, your timely reporting may also prevent erroneous benefit payments.

For more information about the California New Hire Reporting Program, go to www.edd.ca.gov/payroll_taxes/new_hire_reporting.htm.

CALIFORNIA EMPLOYER



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