

## Lack of Work

**Lack of Work** is a permanent or temporary absence of available work due to a reduction in the work force or the elimination of a position that will allow the claimant to collect unemployment benefits. While a reduction in employment usually qualifies claimants for benefits, keep in mind:

- Failure to return from a temporary layoff should be reported as a voluntary quit.
- Offers of suitable employment should be reported as a refusal of employment if not accepted. Duties, hours, pay and location of the offer must be documented.
- Reduction in hours as a disciplinary action may give the employee good cause for quitting. Use your company's progressive disciplinary policy to correct problems.



Note: Lack of Work claims often generate multiple claim forms in the same benefit year if the claimant works sporadically. The entire claims process must be followed for each re-opened/additional claim. In addition, one Lack of Work claim can generate at least two charge statements. If the claimant works sporadically or if the employer falls into the claimant's base period in a new benefit year, one Lack of Work claim could be audited for up to two years.