

# How to enter on the Exempt List for Work Search

Because you are a member of a Trade Union and filing weekly claims, you can become exempt from providing weekly work search efforts. When entering your weekly claim you can enter information in the dialog box of the work search requirement portion of the weekly certification, that you are a Union Member of IUOE Local Union 478. They will then place you on a list that will be reviewed and will be put on the exempt list. (This last approx. 3 months)

When you get to the Work Search Questionnaire, you would answer **No** to the 2 questions.

1. Did you Actively seek work last week as required by law?
2. Is the reason you did not search for work due to you attending training approved by the Connecticut Department of Labor?

After answering **No** to both questions then in the dialog box enter:

Member of Trade Union IUOE Local # 478

The screenshot shows a web browser window with the URL <https://dol-web0038.dol.state.ct.us:4439/Questionnaire>. The page header includes the Connecticut Department of Labor logo and the text "CONNECTICUT DEPARTMENT OF LABOR TAX AND BENEFITS SYSTEM". The main heading is "Work Search Questionnaire" with a sub-heading "\*Required Information".

Fields for "Claimant SSN \*\*\*", "Claimant Name", and "Address" are visible. Below these, the text reads: "Answer the following questions for the week of Sunday, June 20, 2021 - Saturday, June 26, 2021. Providing false information is punishable by law."

Two questions are listed:

- Did you actively seek work last week as required by law? \* (Radio buttons for Yes and No, with the "No" button selected and a red arrow pointing to it.)
- Is the reason you did not search for work due to you attending training approved by the Connecticut Department of Labor? \* (Radio buttons for Yes and No, with the "No" button selected and a red arrow pointing to it.)

A text input field for "If you did not actively seek work last week, explain why. \*" is shown below the questions, with a red arrow pointing to it. A note below the field states: "Note: Failure to actively seek work as directed by law will result in a denial of benefits for the week claimed."

At the bottom right, there are two buttons: "Main Menu" (blue) and "Back" (red).

Then Check off the Authorization box at the bottom of the page and then the submit button will appear and click on **Submit**.

It will then bring you to the normal weekly certification question to complete the weekly claim.

CONNECTICUT DEPARTMENT OF LABOR TAX AND BENEFITS SYSTEM

### Work Search Questionnaire

\*Required Information

Claimant SSN \*\*\*-\*\*-\*\*\*\* Claimant Name [Text Field]  
Address [Text Field]

Answer the following questions for the week of  
Sunday, June 20, 2021 - Saturday, June 26, 2021  
Providing false information is punishable by law.

Did you actively seek work last week as required by law? \* Yes  No

Is the reason you did not search for work due to you attending training approved by the Connecticut Department of Labor? \* Yes  No

If you did not actively look for work last week, explain why. \*

no work search

Read the authorization statement and select the check box. Press the SUBMIT button if all information is correct. Press the BACK button if you need to re-enter the information. I You must click the SUBMIT button for your Work Search Questionnaire to be processed.

I understand that searching for work is a requirement to receiving Unemployment Benefits and any Supplements to Unemployment Benefits. I confirm for the week beginning Sunday, June 20, 2021 and ending Saturday, June 26, 2021. I did not perform any work search efforts.

I also understand that failure to meet work search requirements may result in my disqualification from benefits for that week and if I am receiving Extended Benefits (EB), I would be denied benefits until I work for four weeks as an employee and earn no less than four times my weekly benefit amount.

Main Menu Back Submit

- PLEASE NOTE: **Your dues must be current at all times.** If you file under the exception, The Dept of Labor may ask you for a copy of your dues card (Make sure it is current before you send it)
- They can actually deny your benefit for being in arrears (Their rules, not ours)
- UNEMPLOYMENT Consumer Contact Center Open 8am-5pm Mon-Fri  
(203) 941-6868 (860) 967-0493 or (800) 956-3294
- If you have already filed and are experiencing issues with The Consumer Contact Center, please contact Tiana (203) 288-9261 ext. 241 or Paula at (203) 288-9261 ext. 225