

The Department of Labor & Industry is pleased to announce the Employer Tax Services phase of the Unemployment Compensation Management System, or UCMS, which is anticipated to be available in the fall of 2010.

UCMS will replace the department's legacy systems that are more than 40 years old and will improve the quality of services provided to our UC customers. The Employer Tax Services phase will:

- Allow real-time, 24-hour access to employer account data in a secure environment.
- Provide enhanced online access to documents, such as rate notices and general correspondence, as well as self-help information.

More specifically:

- Employers, third-party administrators (TPA) and professional employer organizations (PEO) will be able to access and update their demographic and contact information from their own self-service portal.
- Paper power of attorney (POA) forms for tax-related issues will no longer be accepted. An online interface has been developed for joint authorization by employers, TPAs and PEOs that will replace the paper POA process. All POA relationships must be reestablished in the new system for those wishing to continue accessing specific client account data or taking specific actions within an employer account. The POA process is not necessary in those instances where the TPA or PEO is only mass-filing tax and wage reports and payments on behalf of clients via FTP or Upload. Please note that the paper UC-884 POA form will still be required for UC Benefit purposes to create or change power of attorney for the notices of compensation charged, financial determination and relief from charge.
- Employers may choose to receive an e-mail alert each time a form, correspondence or notice is generated for their account.
- Online contribution rate estimation tools will be available.
- The employer portal will replace e-TIDES for online UC tax and wage filing and payments. Once UCMS is implemented, employers and/or their representatives must log in to the Department of Labor & Industry's new UC application to file and pay UC quarterly reports. Credit card, ACH credit and ACH debit will be accepted for electronic payment. E-TIDES will still be used to file and pay Pennsylvania business taxes other than UC.
- This new system has been designed to allow more self-service options to electronically report employee wage and tax information. The department will no longer accept magnetic media (magnetic tape cartridge, 3½-inch diskette, CD-R or DVD). You will have the options to electronically file employee wage and tax information via online entry or file upload from your employer portal, or submit your wage detail and tax report files via File Transfer Protocol (FTP) at any time for any quarter. Contributions due will be calculated immediately for online filers only. For upload and FTP filers, there will be a 48-hour delay.
- The electronic filing formats and layouts currently used for magnetic media and e-TIDES will require some minor changes. An electronic filing handbook has been created with the updated file formats and layouts, and can be accessed at the UCMS Web page*.
- TPAs will be able to submit monthly client data files to ensure data integrity and accuracy when filing future quarterly tax reports via FTP.

- Employers will have the option to utilize credits on future tax periods or have refunds direct deposited into their bank accounts.
- Employers/TPAs will be able to view their reporting and payment information online.
- Employers will be issued a monthly statement of account for all delinquencies.
- Employers will be able to obtain FUTA certification online through their self-service portal.
- Employers will be able to submit contribution rate appeals online and, in some cases, receive an immediate response. During the rate appeal period, additional online tools will be available to calculate debit reserve account balance adjustment elections and voluntary contributions.
- Other state agencies will be able to perform online clearance inquiries.
- When the new UC tax system is available for use, the department will send another direct mailing that will include instructions on how to log into your self-service portal.

In 2011, the department will require electronic filing of quarterly UC tax and wage reports. This new requirement will begin with the first-quarter filing due on April 30, 2011. Paper quarterly reporting forms will no longer be mailed to employers. This supports the department's efforts in standardizing the collection of wage data and employer contributions, increasing employers' self-service options, improving the accuracy of data and making processing more efficient.

For more information on the new UC tax system, please visit the UCMS Web page*, or call the UC Employer Contact Center toll-free at (866) 403-6163 or within the Harrisburg area, (717) 787-7679. Employer questions regarding the new UC tax system should be submitted in an e-mail to uc-news@state.pa.us.

* To access the UC Management System Web page:

1. In your Web browser, type www.uc.pa.gov
2. Click on **Employer Services**.
3. Click on **UC Management System**.