



INTEGRAM BENEFIT

UPDATE

Layoff March 2020

- Service Canada will not be providing a reference code at this time
- If you do not qualify for short work week from Integram, you may qualify for a top up from E.I. for the week March 15 – March 21.
- On the ROE reminder screen it will state it is your responsibility to submit your records of employment. All Integram Records of Employment will be sent to Service Canada electronically.
- Earliest you can apply is the Saturday prior to the week you are applying for.
- As of today we do not have a return to work date.
- Members on self-isolation prior to the layoff will have to apply for Employment Insurance sickness benefits using their actual last day worked. For additional information regarding EI please refer to the Sickness Employment Insurance Notice at the end of this bulletin.
- * Note: You will have to apply for regular EI benefits once your self-isolation period is completed.

APPLY TO OPEN YOUR E.I. CLAIM

Step #1

- To access Employment Insurance, enter "Service Canada "to your internet search engine.
- Select: **Employment Insurance**
- Under the heading Service and information select: **Regular benefits**
- Select **5. Apply** and at the bottom of the following page click on **Ready to start?**
- Read the following Privacy Notice Statement before you access the "**Start application**" located at the bottom of the page.
- Are you trying to retrieve an application you began within the last 72 hours but did not complete? **NO**
- Were you given a reference code: **NO**
- Benefit type: **Regular benefits**
- Enter personal security information. (Verify correct spelling of mothers' maiden name)
- Business name of employer: **Integram**
- First day worked = **Seniority date** (not mandatory)
- Last day worked = _____
 - If you qualify for short work week enter March 20, 2020
 - If you do not qualify for short work week, enter your actual last day worked.
- Why are you no longer working?
 - There was a shortage of work (includes layoff, end of contract or season end office closure).

REPORT LAY-OFF WEEKS

Step #2

- After you apply you will receive a statement from E.I. with your Access code.
- Report on-line at www.servicecanada.gc.ca or by phone at: **1-800-531-7555**
- Most reports are for a two-week period; **verify the dates** before reporting.

Additional Information

- To verify information regarding your E.I. claim, contact E.I. at: 1-800-206-7218 – or go on-line to: www.servicecanada.gc.ca --- “Access My Service Canada Account”
- If you have worked for more than 1 employer in the past year, you will need to obtain a record of employment from your previous employer(s) and forward to Service Canada
- Integram phone #: 519-727-6222
- Integram address: 201 Patillo Rd, Tecumseh, Ontario, N8N 2L9
- Close your claim once you return to work. Report that you started a full time job.

If you have any questions or need assistance, please contact the Integram union office at: 519-727-6222 ext 5444 or 5725

Employment Insurance Notice - Sickness Benefits

Employment Insurance (EI) sickness benefits provide up to 15 weeks of income replacement and is available to eligible claimants who are unable to work because of illness, injury or quarantine, to allow them time to restore their health and return to work. Canadians quarantined can apply for Employment Insurance (EI) sickness benefits.

If you are eligible, visit the EI sickness benefits page to apply.

Service Canada is ready to support Canadians affected by COVID-19 and placed in quarantine, with the following support actions:

- The one-week waiting period for EI sickness benefits will be waived for new claimants who are quarantined so they can be paid for the first week of their claim
- Establishing a new dedicated toll-free phone number to support enquiries related to waiving the EI sickness benefits waiting period
- People claiming EI sickness benefits due to quarantine will not have to provide a medical certificate
- People who cannot complete their claim for EI sickness benefits due to quarantine may apply later and have their EI claim backdated to cover the period of delay

IMPORTANT: If you are directly affected by the COVID-19 because you are sick or quarantined and you have not yet applied for EI benefits, please submit your application before contacting us. This will allow us to better serve you and prevent delays in establishing your claim.

If you have already completed the application for EI sickness benefits whether you are sick or quarantined and would like to have the one-week waiting period waived, call the new toll-free phone number below. It is important to note that no other request will be actioned on this phone line. We will take action only for sick or quarantined clients affected by the COVID-19 for which the application for sickness benefits has been filed.

- Telephone: 1-833-381-2725 (toll-free) • Teletypewriter (TTY): 1-800-529-3742