

<b>EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210</b>	<b>CLASSIFICATION</b> UI
	<b>CORRESPONDENCE SYMBOL</b> OWS/DFAS
	<b>DATE</b> May 9, 2007

**ADVISORY:** ET HANDBOOK NO. 401, 4TH EDITION

**TO:** STATE WORKFORCE AGENCIES

**FROM:** CHERYL ATKINSON *Cheryl Atkinson*  
Administrator  
Office of Workforce Security

**SUBJECT:** Revised ET Handbook No. 401, Unemployment Insurance Reports Handbook

- Purpose. To transmit a new edition of ET Handbook No. 401, Unemployment Insurance (UI) Reports Handbook.
- Background. The third edition of Handbook 401 was originally published in 2000. During the last few years, new reports have been added and several updates have been made to existing reporting instructions. The new edition of the handbook incorporates the changes issued to the previous edition as well as instructions for data collections that were not previously included in the handbook.
- Old Reports Not Previously Included. The following report is included in this edition of the handbook:

Report No.	Name of Report	Section	Chapter
ETA 9000	Internal Fraud Activity	Section IV	11

- Chapters Removed. ETA 9053, Nonmonetary Determinations Time Lapse - Affected Week and Appendix A, Sample Selection for Quality Review have been removed from this edition. ETA 9053 is no longer required. Appendix A is now only located in ET Handbook No. 301.
- Clarification. Editorial changes have been made to ensure clarity in instructions for several of the reports.
- Action Required. Replace the third edition of ET Handbook No. 401 including changes 1 through 18 with the 4<sup>th</sup> Edition of this handbook.
- Inquiries. Questions should be directed to the appropriate Regional Office.

<b>RESCISSIONS</b> None	<b>EXPIRATION DATE</b> Continuing
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8. Attachments. ET Handbook No. 401, 4<sup>th</sup> Edition

<b>RESCISSIONS</b> None	<b>EXPIRATION DATE</b> Continuing
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