

# Treadwell, Tamplin & Co.

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March 23, 2020

Dear clients and friends:

## Georgia DOL Employer Filed Partial Claims Instructions

It is important for you to know that an emergency Georgia Department of Labor Employment Security Law Rule 300-2-4-0.5 Partial Claims was re-adopted on March 19, 2020 mandating employers to file partial claims online on behalf of their full and part-time employees who work less than full-time due to a partial or total company shutdown caused by the COVID-19 emergency. Employers who refuse to file partial claims are in violation of the rule and will be required to reimburse Georgia Department of Labor for the full amount of benefits paid to their employees.

Please refer to the following links per Georgia Department of Labor website at:

- 1) Employer Filed (Partial) Claims Filing Instructions
- 2) Employer Filed (Partial) Claims Desk-Aid

<https://dol.georgia.gov/blog/new-information-filing-unemployment-partial-claims-and-reemployment-services?fbclid=IwAR0zcmDEvHfyLrV8g-J0QHCBmXGVwCs0H2yTrgPFzeqzfl9VGHBS18I3BWg>

- 3) COVID-19 Frequently Asked Questions for Employers

[https://dol.georgia.gov/gdol-covid-19-information?fbclid=IwAR0Klh5d0gdI\\_O8EFbPIjlurAmoAuVqgA\\_BuzDIJYcZEK963z\\_f5Fvi-Xc](https://dol.georgia.gov/gdol-covid-19-information?fbclid=IwAR0Klh5d0gdI_O8EFbPIjlurAmoAuVqgA_BuzDIJYcZEK963z_f5Fvi-Xc)

Also, we generated an example template in excel of the required data needed in order to answer the 21 questions per employee as required by Georgia Department of Labor Employer Portal and will be happy to share with you. This filing is required weekly and it appears that you have to report each affected employee each week. If you expect the same employees to be affected for multiple weeks, it will likely be most efficient to use the “multi-claim upload” method. This method requires you to complete an excel template prepared by DOL.

We will continue to follow the development of the regulations to implement the laws and will provide further guidance as necessary. Please feel free to contact us for further guidance.

Very truly yours,

Treadwell, Tamplin & Co.