



Date: May 13, 1999

To: Directors  
Employment & Income Assistance

From: Gerry Schmidt  
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Client Services  
Employment and Income  
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Telephone:

Subject: **Assignment of Employment Insurance (EI) Benefits**

Further to Directives 96-25 and 96-31, the following new Welfare Agency Codes must be used when assigning Employment Insurance benefits for cases enrolled in Winnipeg.

	District Office	Welfare Agency Code
ST	265-391 York Avenue	7001
WC	2 <sup>nd</sup> Floor, 111 Rorie Street	7002
WN	896 Main Street	7003
TC	Main Floor, 111	7004
WS	128 Market Avenue	7005
TC	1031 Autumnwood Drive	7006

### **Assignment of Benefits**

EI benefits may be assigned when Employment and Income Assistance (EIA) is provided to clients who are waiting to receive EI benefits. Section 9(3) of the Regulation provides the authority for the EIA Program to request a client to assign, to the department, a sufficient amount to recover the benefits that would not have been paid had EI been available immediately.

Without the assignment of benefits, in some cases duplicate assistance could be received. For example, a Teacher's Aid who applies for EIA when he/she is laid off in June may also apply for EI benefits. When the client returns to work in September, he/she may have received EIA benefits for July and August and also received an EI cheque sometime in August. As the client is no longer enrolled on EIA in September, the duplicate assistance may not be recovered.

In the above example, the Intake Worker would have the client assign the EI benefits using the Welfare Agency Code corresponding to the office where the file is being transferred. The Intake Worker would only use the Welfare Agency Code for the Intake Office if the case can not be transferred once the intake is complete.

### **Requirement to Assign Assistance**

An EI assignment could also be completed using the corresponding Welfare Agency Code, where the assignment would reduce both the opportunity for duplicate payments to a client and the need for recovery of overpayments.

In cases where EIA would not be proved except for the delay in payment from EI, the client **could be required** to assign benefits to the department. In cases where the client is eligible for benefits regardless of the resource EI, the Director or designate **may require** the client to assign the EI benefits. In these cases, duplicate assistance is avoided either by assigning benefits or through a monthly Income Declaration form.

### **Refusal to Assign Benefits**

At application, where clients are requested to assign benefits and refuse, EIA benefits may be denied for failure to complete the application.

Once enrolled, where clients are requested to assign benefits and refuse, EIA benefits may be suspended for one month to provide clients with the opportunity to reconsider their decision. If, after one month, a client still refuses to assign the benefits as required, further EIA benefits may be denied.

Clients must be advised in writing of the reason for the decision to suspend or to deny assistance and of their right to appeal.

If you have any questions regarding the above, please contact me.

***Original Signed by Gerry Schmidt***

cc: Distribution List