

general policy of the Department in administering the Unemployment Compensation Law. The Board also hears and determines appeals from the decisions of the Referees and Special Examiners arising from disputed claims for unemployment compensation benefits, and hears cases arising from contributions and rates.

Advisory Council

The Governor shall appoint a State Advisory Council consisting of an equal number of representatives from the public, the employer and the employee for respective terms of from one year to a number of years equal to the number of persons so to be appointed. Such council shall aid the Board in formulating policies and discussing problems related to the administration of the law to insure impartiality in the solution of such problems (Acts 1953, ch. 764, sec. 11e).

Unemployment Compensation Division

This division of the Department in accordance with the policy set by the Board administers the payment of Unemployment Compensation benefits and the collection of the contributions therefor. Contributions are collected from employers covered under the Unemployment Compensation Law and weekly benefits are made to eligible individuals, that is, those who have accumulated certain wage credits and have become unemployed through no fault of their own. The law provides for a system of experience rating whereby employers who maintain steady employment are eligible for reductions in the rate of contributions. All funds collected under the Law are deposited with the Federal Treasury for the credit of the Unemployment Trust Fund of Maryland and may only be used for the payment of benefits (Code 1951 Art. 95A, sec. 13).

Employment Service Division

The Employment Service Division operates a free public employment service, registering applicants for jobs in all occupational groups and makes the initial contacts between employers and prospective employees. The division provides vocational guidance and counseling services and administers aptitude and proficiency tests when the desirability of such tests is indicated. The division cooperates with other staff departments in developing labor market information, types of positions open, size and type of available labor supply, current wage rates and other related material. The Division cooperates with the Governor's Committee for the Promotion of the Physically Handicapped; the State Veterans Service Committee, and gives preference to qualified veterans for job openings. The Employment Service Division also maintains a special Farm Labor Program for the purpose of recruiting and distributing local and migratory labor for agricultural purposes.

Branch Offices

The Department operates seventeen field offices throughout the State for the convenience of the public in filing claims for unemployment compensation or for registering for employment. These offices are located in the following cities:

Annapolis: 3 Northwest Street

Baltimore City:

37-39-41 Hopkins Place

6 N. Liberty Street