

Unemployment Insurance Law, collects quarterly wage information on the employees of these employers, determines weekly benefit amounts in accordance with this wage information, issues benefit checks to local offices, reviews benefit payments to determine if any were improperly made, recovers improper payments, and pays benefits to individuals who formerly worked in Maryland, but who reside in other states, as provided by a reciprocal interstate agreement. The law provides for an experience-rating system under which employers who maintain steady employment are eligible for reduction 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 be used only for the payment of benefits.

#### **Employment Service Division**

This is a staff division concerned with Employment Service technical functions. It is responsible for the development of programs, the evaluation of Employment Service activities, and the staff supervision of such functions as counseling; aptitude testing; employer relations and placement; and services to older workers and the handicapped. It furnishes job analysis and related service directly to employers. The Employment Service Division cooperates with the Governor's Committee to Promote Employment of the Handicapped; the Baltimore City Committee on Aging and Problems of the Aged; the Committee on the Economic and Employment Problems of the Aging of the Maryland State Conference of Social Welfare; the Baltimore Council of Social Agencies; the Maryland Commission for the Prevention and Treatment of Juvenile Delinquency; the Committees on Correctional Services and the State Coordinating Commission on Problems of the Aging. The Division also operates the Youth Opportunity Center and screens personnel for Job Corps.

#### **Appeals Division**

This Division, under the supervision of a director responsible to the Board of Appeals, conducts hearings on all appeals filed by claimants or employers from the determinations of claims examiners in the Department's local offices. Claimants may appeal from determinations disqualifying them for benefits, or employers from determinations allowing benefits, as the case may be. An Appeals Referee hears all such appeals. Any aggrieved party may further appeal to the Board of Appeals. Final appellate recourse is to the Courts of Maryland.

#### **Research and Analysis Division**

This Division is responsible for preparing operational reports, gathering and publishing employment and labor market statistics, and conducting research in the field of employment and unemployment insurance.

#### **Local Offices**

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

Annapolis: 93 College Avenue 21401  
Baltimore: 1100 North Eutaw Street 21201  
Bel Air: 112 South Hayes Street 21014  
Cambridge: 503 Race Street 21613  
Cherry Hill Placement Outreach Office:  
2700 Spelman Road, Baltimore 21225