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The Department of Employment Security, established by Chapter 314, Acts of 1937, administers the Maryland Unemployment Insurance Law. The Department is headed by an Executive Director appointed by the Governor for a six-year term (Code 1957, 1968 Repl. Vol., Art. 95A, sec. 11).

Board of Appeals

A three-man Board of Appeals, appointed by the Governor for six-year terms, hears appeals on claims for benefits, appeals that arise under the taxing provisions of the Unemployment Insurance Law, and other matters that require appellate adjudication (Code 1957, 1968 Repl. Vol., Art. 95A, sec. 7g).

Advisory Council

The Governor appoints a State advisory council, and the Executive Director appoints local advisory councils, consisting of an equal number of representatives from the public, the employer, and the employee. The councils aid the Executive Director in formulating policies and discuss with him problems that arise in the administration of the law to insure impartial solutions of such problems (Code 1957, 1968 Repl. Vol., Art. 95A, sec. 12).

Unemployment Insurance Division

This Division supervises the Unemployment Insurance Program carried out by the local office. The Unemployment Insurance Division also collects contributions from employers covered by the Maryland 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 Com-