

Clients and Friends,

Today's release of **The Essential** comes at an extremely challenging time for us all. With stay at home orders in the areas we serve and temporary mandated closure of businesses deemed non-essential, we all face a tough and uncertain "new normal."

We hope this quarter's news digest offers you helpful information.

Also, if appropriate, visit the below link to explore financial resources for which you may be eligible.

<https://www.sba.gov/disaster-assistance/coronavirus-covid-19>

In partnership,  
The EBHR Team

### Families First Coronavirus Response Act

#### EFFECTIVE APRIL 1

Last week, the Families First Coronavirus Response Act (FFCRA) was signed into law. The Act provides employees relief in the form of paid sick leave and expanded Family and Medical Leave Act ("FMLA") leave for reasons directly related to Coronavirus.

The paid leave provisions become effective today, **April 1** and expire December 31, 2020.

Specifically, the FFCRA includes emergency paid leave and applies to most businesses with 499 employees or less. Exceptions exist for companies that employ health care workers.

[Please click here for a list of Families First Coronavirus Response Act: Questions and Answers from the Department of Labor.](#)

### EBHR Best Practice Tip

If your company recently laid off employees or reduced work hours, a Notice of Unemployment Insurance Claim Filed is received each time an employee files for Unemployment Insurance benefits.

The State Information Data Exchange System (SIDES), found on the EDD site, is a secure and timely way for employers to electronically receive and respond to unemployment insurance claim notices.

Why use SIDES?

- Saves time and postage expenses
- Ensures EDD receives complete claim information
- Allows upload of supporting documents
- May reduce improper payments

[Click here to ENROLL in Employer Services Online.](#)

### REQUIRED POSTER - Employers must distribute or post by April 1, 2020 Families First Coronavirus Response Act (FFCRA)

The Department of Labor published a required workplace poster to inform employees of their new rights set forth by the Families First Coronavirus Response Act (FFCRA).

Post the required poster in a common area of the workplace as soon as possible and ensure those working remotely receive the poster via email and/or post on an internal or external website.

The poster must be shared no later than Wednesday, April 1, 2020 and also must be provided to new hires. Employees released prior April 1, 2020 are not eligible for FFCRA.

Links to required posters are provided below in both English and Spanish.

[ENGLISH VERSION](#)

[SPANISH VERSION](#)

### TEMPORARY REMOTE FORM I-9 SECTION 2 DOCUMENT INSPECTION PERMITTED DUE TO SOCIAL DISTANCING

The Department of Homeland Security (DHS) will temporarily exempt employers from reviewing employee identity and employment authorization documents in person. However, employers must inspect Section 2 documents remotely (e.g., over video link, fax or email, etc.) and obtain, inspect, and retain copies of the documents, within three business days of hire to complete Section 2.

### COMING SOON! EBHR COVID-19 WEEKLY DIGEST

With new information and updates published daily, we will distill what we learn and release weekly email updates each Friday to keep you as informed as possible: First edition - Friday, 4/10/2020

- On-Demand HR Consulting Services
- Management and Supervisory Skills Training
- HR Compliance Reviews
- Harassment Prevention Training

 SPECIALIZES IN:

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