

WORKFORCE DEVELOPMENT DEPARTMENT[871]

[Prior to 9/24/86, see Employment Security[370], renamed Job Service Division[345]
under the “umbrella” of Department of Employment Services by 1986 Iowa Acts, chapter 1245]
[Prior to 3/12/97, see Job Service Division[345],
renamed Department of Workforce Development by 1996 Iowa Acts, chapter 1186]

Title I GENERAL AGENCY PROVISIONS

CHAPTER 1 ADMINISTRATION

1.1(84A) Mission and overall organization

CHAPTER 2 REQUEST FOR WAIVER OF ADMINISTRATIVE RULE

2.1(17A) Requests for waiver of rules
2.2(17A) Procedural requirements
2.3(17A) Criteria for waiver
2.4(17A) Public inspection

CHAPTER 3 PUBLIC RECORDS AND FAIR INFORMATION PRACTICES

3.1(22,84A) Definitions
3.3(22,84A) Request for access to records
3.4(22,84A) Access to confidential records
3.6(22,84A) Procedure by which additions, dissents, or objections may be entered into certain records
3.7(22,84A) Consent to disclosure by the subject of a confidential record
3.9(22,84A) Disclosure without the consent of the subject
3.10(22,84A) Routine use
3.11(22,84A) Release to a subject
3.12(22,84A) Availability of records
3.13(22,84A) Personally identifiable information
3.14(22,84A) Applicability

CHAPTER 4 PETITIONS FOR RULEMAKING

4.1(17A,84A) Petition for rulemaking
4.2(17A,84A) Briefs
4.3(17A,84A) Inquiries
4.4(17A,84A) Agency consideration

CHAPTER 5 DECLARATORY ORDERS

5.1(17A) Petition for declaratory order
5.2(17A) Notice of petition
5.3(17A) Intervention
5.4(17A) Briefs
5.5(17A) Inquiries
5.6(17A) Service and filing of petitions and other papers
5.7(17A) Consideration
5.8(17A) Action on petition
5.9(17A) Refusal to issue order
5.10(17A) Contents of declaratory order—effective date
5.11(17A) Copies of orders
5.12(17A) Effect of a declaratory order

CHAPTER 6 Reserved

Title II

UNEMPLOYMENT INSURANCE AND RESEARCH AND INFORMATION SERVICES

CHAPTERS 7 to 9

Reserved

CHAPTER 10

RESEARCH AND INFORMATION SERVICES DIVISION

- 10.1(84A) Mission and organization
- 10.2(84A) Research and reporting bureau
- 10.3(84A) Labor statistics bureau

CHAPTER 11

EMPLOYER RECORDS AND REPORTS

- 11.1(96) Records
- 11.2(96) Filing of multiple worksite report
- 11.3(96) Filing of industry verification statement

CHAPTER 12

FORMS AND INFORMATIONAL MATERIALS

- 12.1(96) Federal restriction—forms

CHAPTERS 13 to 20

Reserved

CHAPTER 21

UNEMPLOYMENT INSURANCE SERVICES DIVISION

- 21.1(96) Unemployment insurance services division

CHAPTER 22

EMPLOYER RECORDS AND REPORTS

- 22.1(96) Records to be kept by the employer
- 22.2(96) Reports
- 22.3(96) Filing employer's contribution and payroll report
- 22.4(96) Reporting of earnings data by secure file transfer
- 22.5(96) Filing of quarterly contribution and payroll by newly subject or covered employers
- 22.6(96) Employer changing status, address or name required to file report
- 22.7(96) Exempt employing units and exempt employment
- 22.8(96) Subject employers
- 22.9(96) Registration of employing units to determine liability
- 22.10(96) Report of a partnership on change in partners
- 22.11(96) Employer account
- 22.12(96) Reporting units
- 22.13(96) Procedure to be followed by an employer wishing to have an active reporting unit coded for notice of claim for unemployment benefit mailing
- 22.14(96) Notification by employer of employee's rights
- 22.15(96) 940 certification
- 22.16(96) Electronic transmittal of contribution payments
- 22.17(96) Procedures of field auditors
- 22.18(96) Agents and other practitioners or firms representing employers in unemployment insurance matters
- 22.19(96) Notification of availability of unemployment insurance

CHAPTER 23

EMPLOYER'S CONTRIBUTION AND CHARGES

- 23.1(96) Definitions
- 23.2(96) Definition of wages for employment during a calendar quarter
- 23.3(96) Wages
- 23.4(96) Wages—back pay
- 23.5(96) Gratuities and tips
- 23.6(96) Taxable wages

23.7(96)	New employer contribution rates
23.8(96)	Due date of quarterly contribution and payroll
23.9(96)	Delinquency notice
23.10(96)	Payments in lieu of contributions
23.11(96)	Identification of workers covered by the Iowa employment security law
23.12	Reserved
23.13(96)	Employer elections to cover multistate workers
23.14(96)	Elective coverage of excluded services
23.15 to 23.17	Reserved
23.18(96)	Nature of relationship between employer-employee
23.19(96)	Employer-employee and independent contractor relationship
23.20(96)	Employment—student and spouse of student
23.21(96)	Excluded employment—student
23.22(96)	Employees of contractors and subcontractors
23.23(96)	Liability of affiliated employing units
23.24(96)	Localization of employment—employees covered—exemption
23.25(96)	Domestic service
23.26(96)	Definition of a farm—agricultural labor
23.27(96)	Exempt employment in the employ of a church, association of churches or an organization that is operated primarily for religious purposes
23.28(96)	Successor
23.29(96)	Transfer of entire business
23.30(96)	Successorship—liability for contributions and payments in lieu of contributions
23.31(96)	Transfer of segregable portion of an enterprise or business
23.32(96)	Mandatory and prohibited successorships
23.33 to 23.35	Reserved
23.36(96)	Predecessor—contribution rates for winding down a business
23.37(96)	Adjustments and refunds of contributions
23.38(96)	Denial of claim for refund or credit
23.39	Reserved
23.40(96)	Computation of rates for private sector employer
23.41(96)	Computation date defined
23.42	Reserved
23.43(96)	Charging of benefits to employer accounts
23.44(96)	Benefits payments
23.45 and 23.46	Reserved
23.47(96)	Termination of accounts because of no wage reports
23.48(96)	Previously liable employers
23.49 and 23.50	Reserved
23.51(96)	Reimbursable employer contributions
23.52(96)	Employer liability appeal
23.53(96)	Rate appeal and eligibility decision reversal
23.54(96)	Payment of disputed assessments
23.55(96)	Burden of proof
23.56(96)	Informal settlement
23.57(96)	Interest and penalty on contributions paid with adjustments submitted by employer
23.58	Reserved
23.59(96)	Determination and assessment of estimated contributions and errors in reporting
23.60(96)	Accrual of interest and penalties
23.61(96)	Collection of interest and penalties
23.62(96)	Rescission of interest and penalty
23.63(96)	Cancellation of interest and penalty
23.64(96)	Refund of interest and penalty
23.65(96)	Liens for unpaid contributions, interest, and penalties
23.66(96)	Jeopardy assessments
23.67(96)	Distress warrants
23.68(96)	Collection of covered unemployment compensation
23.69(96)	Injunction for nonpayment or failure to provide required information

23.70(96)	Nonprofit organizations
23.71(96)	Governmental entity—definition
23.72(96)	Governmental entity—elective coverage and liability
23.73(96)	Governmental entities—delinquent accounts
23.74 to 23.81	Reserved
23.82(96)	Definition of construction employer
23.83(96)	References

CHAPTER 24 CLAIMS AND BENEFITS

24.1(96)	Definitions
24.2(96)	Procedures for workers desiring to file a claim for benefits for unemployment insurance
24.3(96)	Social security number needed for filing
24.4(96)	Benefit rights information
24.5(96)	Mass separation—definition and procedure
24.6(96)	Reemployment services and eligibility assessment procedure
24.7(96)	Workers' compensation or indemnity insurance exclusion and substitution
24.8(96)	Notifying employing units of claims filed, requests for wage and separation information, and decisions made
24.9(96)	Determination of benefit rights
24.10(96)	Employer and employer representative participation in fact-finding interviews
24.11(96)	Deductible and nondeductible payments
24.12(96)	Vacation pay
24.13(96)	Vacation pay procedure
24.14(96)	Wage-earnings limitation
24.15(96)	Benefit eligibility conditions
24.16(96)	Availability disqualifications
24.17(96)	Failure to accept work and failure to apply for suitable work
24.18(96)	Voluntary quit without good cause
24.19(96)	Voluntary quit with good cause attributable to the employer and separations not considered to be voluntary quits
24.20(96)	Voluntary quit of part-time employment and requalification
24.21(96)	Voluntary quit requalifications and previously adjudicated voluntary quit issues
24.22(96)	Business closing
24.23(96)	Subsequent benefit year condition
24.24(96)	Discharge for misconduct
24.25(96)	Labor disputes
24.26(96)	Labor dispute—policy
24.27(96)	Date of submission and extension of time for payments and notices
24.28(96)	Interstate benefits
24.29(96)	Payment of benefits to interstate claimants
24.30(96)	Combined wage claim
24.31(96)	Department-approved training
24.32(96)	Training extension benefits
24.33	Reserved
24.34(96)	Trade Act of 1974
24.35(96)	Extended benefits
24.36(96)	Disaster benefits
24.37(96)	UCFE claims
24.38(96)	UCX claims
24.39(96)	Temporary extended unemployment compensation
24.40(96)	School definitions
24.41(96)	Determining eligibility of school claims after employer protest
24.42(96)	Noncovered school-related employment
24.43(96)	Church school coverage
24.44(96)	Athletes—disqualifications
24.45(96)	Voluntary shared work
24.46(96)	Child support intercept

- 24.47(96) Alien
- 24.48(96) References

CHAPTER 25
BENEFIT PAYMENT CONTROL

- 25.1(96) Definitions
- 25.2(96) Policy of the investigation and recovery unit
- 25.3(96) Functions of the investigation and recovery unit
- 25.4(96) Allegation of claimant fraud
- 25.5(96) Allegation of employing unit fraud
- 25.6(96) Investigation of fraud (procedure)
- 25.7(96) Determination of overpayment by reason of claimant’s fault or fraud
- 25.8(96) Recovery of benefit overpayments when benefits are erroneously received
- 25.9(96) Administrative penalties
- 25.10(96) Prosecution on overpayments
- 25.11(96) Prosecution for fraud (procedure)
- 25.12(96) Wage verification procedure
- 25.13(96) Duplicate benefit warrants
- 25.14(96) Payments of benefits due a deceased person
- 25.15(96) Back pay—benefit recovery and charging
- 25.16(96) State payment offset
- 25.17(96) Federal payment offset

CHAPTER 26
CONTESTED CASE PROCEEDINGS

- 26.1(17A,96) Applicability
- 26.2(17A,96) Definitions
- 26.3(17A,96) Appeal of unemployment benefits contested case
- 26.4(17A,96) Appeal of employer liability contested case
- 26.5(17A,96) Notice of hearing
- 26.6(17A,96) Recusal
- 26.7(17A,96) Withdrawals, dismissals, and continuance
- 26.8(17A,96) Discovery
- 26.9(17A,96) Ex parte communications
- 26.10(17A,96) Motions
- 26.11(17A,96) Prehearing conference
- 26.12(17A,96) Subpoenas for witnesses and documents
- 26.13(17A,96) Conduct of hearings
- 26.14(17A,96) Evidence
- 26.15(17A,96) Recording costs
- 26.16(17A,96) Decisions

CHAPTERS 27 to 40
Reserved

Title III
EMPLOYMENT AND TRAINING SERVICES

CHAPTERS 41 to 47
Reserved

CHAPTER 48
DEFINITIONS

- 48.1(84A,84B) Definitions

CHAPTER 49
EMPLOYMENT AND TRAINING SERVICES DIVISIONS

- 49.1(84A,84B) Mission and organization
- 49.2(84A,84B) Complaint process

CHAPTERS 50 to 61

Reserved

CHAPTER 62

IOWA INDUSTRIAL NEW JOBS TRAINING PROGRAM

62.1(15,260E)	Authority
62.2(15,260E)	Purpose
62.3(15,260E)	Definitions
62.4(15,260E)	Agreements
62.5(15,260E)	Resolution on incremental property tax
62.6(15,260E)	New jobs withholding credit
62.7(15,260E)	Notice of intent to issue certificates
62.8(15,260E)	Standby property tax levy
62.9(15,260E)	Reporting
62.10(15,260E)	Monitoring
62.11(15,260E)	State administration
62.12(15,260E)	Coordination with communities
62.13(15,76GA,SF2351)	Supplemental 1.5 percent withholding

CHAPTER 63

IOWA JOBS TRAINING PROGRAM

63.1(260F)	Authority
63.2(260F)	Purpose
63.3(260F)	Definitions
63.4(260F)	Program funding
63.5(260F)	Funding for projects that include one business
63.6(260F)	Funding for projects that include multiple businesses
63.7 and 63.8	Reserved
63.9(260F)	Use of program funds
63.10(260F)	Use of 260F earned interest
63.11	Reserved
63.12(260F)	Separate account
63.13 to 63.17	Reserved
63.18(260F)	Agreement of intent
63.19(260F)	Project commencement date
63.20(260F)	Application process
63.21(260F)	Application scoring criteria
63.22(260F)	Training agreement
63.23(260F)	Special requirements for community college consortium projects
63.24(260F)	Events of default
63.25(260F)	Options and procedures on default
63.26(260F)	Remedies upon default
63.27(260F)	Return of unused funds
63.28(260F)	Open records
63.29(260F)	Required forms

CHAPTER 64

WORKFORCE DEVELOPMENT FUND

64.1(15,76GA,ch1180)	Purpose
64.2(15,76GA,ch1180)	Definitions
64.3(15,76GA,ch1180)	Workforce development fund account
64.4(15,76GA,ch1180)	Workforce development fund allocation
64.5(15,76GA,ch1180)	Workforce development fund reporting

CHAPTER 65

APPRENTICESHIP TRAINING PROGRAM

65.1(84E)	Authority
65.2(84E)	Purpose
65.3(84E)	Definitions

65.4(84E)	Annual appropriations—amount of assistance available—standard contract—use of funds
65.5(84E)	Eligibility for assistance
65.6(84E)	Application submittal and review process
65.7(84E)	Notice and reporting

CHAPTER 66

FUTURE READY IOWA REGISTERED APPRENTICESHIP DEVELOPMENT FUND

66.1(84F)	Purpose
66.2(84F)	Definitions
66.3(84F)	Program description
66.4(84F)	Program eligibility, application scoring, and awards
66.5(84F)	Agreement required

CHAPTER 67

FUTURE READY IOWA EXPANDED REGISTERED APPRENTICESHIP OPPORTUNITIES PROGRAM

67.1(84F)	Purpose
67.2(84F)	Definitions
67.3(84F)	Program description
67.4(84F)	Program eligibility, application scoring, and awards
67.5(84F)	Agreement required

CHAPTER 68

ACCELERATED CAREER EDUCATION (ACE) PROGRAM

68.1(260G)	Purpose
68.2(260G)	Definitions
68.3(260G)	Program eligibility and designation
68.4(260G)	Funding allocation
68.5(260G)	Program job credits
68.6(260G)	Program agreements and administration

CHAPTER 69

INNOVATIVE BUSINESSES INTERNSHIP PROGRAM

69.1(84A)	Authority
69.2(84A)	Purpose
69.3(84A)	Definitions
69.4(84A)	Program funding
69.5(84A)	Eligible business
69.6(84A)	Ineligible business
69.7(84A)	Eligible students
69.8(84A)	Ineligible students
69.9(84A)	Application submittal and review process
69.10(84A)	Application content and other requirements
69.11(84A)	Selection process
69.12(84A)	Application scoring criteria
69.13(84A)	Contract and reporting

CHAPTERS 70 to 73

Reserved

CHAPTER 74

IOWA OFFICE OF APPRENTICESHIP

74.1(90GA,SF318)	Purpose
74.2(90GA,SF318)	Code of Federal Regulations reference
74.3(90GA,SF318)	Duties of office
74.4(90GA,SF318)	Requirements for sponsors and employers
74.5(90GA,SF318)	Approval of apprenticeship program

CHAPTER 75
STEM INTERNSHIP PROGRAM

75.1(84A,85GA,ch1132,86GA,SF510)	Authority
75.2(84A,85GA,ch1132,86GA,SF510)	Purpose
75.3(84A)	Definitions
75.4(84A,85GA,ch1132,86GA,SF510)	Program funding and disbursement
75.5(84A,85GA,ch1132,86GA,SF510)	Eligible employers
75.6(84A,85GA,ch1132,86GA,SF510)	Ineligible employers
75.7(84A,85GA,ch1132,86GA,SF510)	Eligible students
75.8(84A,85GA,ch1132,86GA,SF510)	Ineligible students
75.9(84A,85GA,ch1132,86GA,SF510)	Application submittal and review process
75.10(84A,85GA,ch1132,86GA,SF510)	Application content and other requirements
75.11(84A,85GA,ch1132,86GA,SF510)	Award process
75.12(84A,85GA,ch1132,86GA,SF510)	Application scoring criteria
75.13(84A,85GA,ch1132,86GA,SF510)	Contract and reporting

CHAPTER 76
ADULT EDUCATION AND LITERACY PROGRAMS

76.1(84A)	Definitions
76.2(84A)	Program administration
76.3(84A)	References
76.4(84A)	Career pathways
76.5(84A)	Student eligibility
76.6(84A)	Qualification of staff
76.7(84A)	High-quality professional development
76.8(84A)	Performance and accountability

Title IV
IOWA VOCATIONAL REHABILITATION SERVICES

CHAPTER 77
IOWA VOCATIONAL REHABILITATION SERVICES

77.1(84H)	Nature and responsibility of division
77.2(84H)	Nondiscrimination
77.3(84H)	References
77.4(84H)	Definitions
77.5(84H)	Referral and application for services
77.6(84H)	Eligibility for vocational rehabilitation services
77.7(84H)	Other eligibility and service determinations
77.8(84H)	Purchasing principles for individual-specific purposes
77.9(84H)	Review, mediation and appeal processes
77.10(84H)	Case record
77.11(84H)	Personally identifiable information
77.12(84H)	Other groups of records routinely available for public inspection
77.13(84H)	State rehabilitation council
77.14(84H)	Iowa self-employment program: purpose
77.15(84H)	Program requirements
77.16(84H)	Application procedure
77.17(84H)	Award of technical assistance funds
77.18(84H)	Business plan feasibility study procedure
77.19(84H)	Award of financial assistance funds

Title V
EMPLOYMENT AGENCY LICENSING

CHAPTER 78
EMPLOYMENT AGENCY LICENSING

78.1(84I)	Definitions
78.2(84I)	Application and license

- 78.3(84I) Nonemployment agency activity
- 78.4(84I) Complaints
- 78.5(17A,84I,252J) Denials, revocations, reprimands and suspensions
- 78.6(84I) Permissible fees charged by agency
- 78.7 Reserved
- 78.8(84I) Contracts and fee schedules

CHAPTERS 79 to 2505

Reserved

CHAPTER 2506

CONTESTED CASES

- 2506.1(17A) Scope and applicability