

**Please Read ENTIRE Notice for COMPLETE
Instructions**

Fairfax Assembly will be on VACATION SHUTDOWN effective June 29, 2020 to July 5, 2020 and LAYOFF July 6, 2020 to July 19, 2020!

****THE CARE ACT (\$600) IS IN AFFECT according to the State of Kansas guidelines!**

ALL TRADITIONAL, IN-PROGRESSION EMPLOYEES with 1 or more years WILL BE ON VACATION SHUTDOWN June 29, 2020 to July 5, 2020!!!

**ALL TEMPORARY & FLEX EMPLOYEES and SENIORITY
EMPLOYEES WITH LESS THAN ONE YEAR WILL BE ON
LAYOFF**

June 29, 2020 to July 12, 2020

General Motors will open your INITIAL CLAIM in the STATE OF KANSAS ONLY! IF you have a CLAIM open in another state or have worked for General Motors less than 3 quarters, PLEASE call the appropriate state you previously worked in to open your CLAIM on June 29, 2020 and be sure to claim your weeks according to that state's guidelines. In the STATE OF KANSAS, YOU MUST FILE YOUR WEEKLY CLAIM each week and REPORT any OUTSIDE EARNINGS. ALL WEEKLY CLAIMS MUST BE FILED WITHIN 14 DAYS OF THE WEEK ENDING DATE. It is important to file your weeks ON TIME TO AVOID YOUR CLAIM BECOMING INACTIVE. If your CLAIM IS NOT filed in a timely manner benefits WILL NOT BE PAYABLE for one or all weeks. If you are entitled to HOLIDAY PAY for JULY 3, 2020 YOU MUST REPORT THAT INCOME during the appropriate week listed below!

Week of June 29, 2020 – July 5, 2020 (REPORT HOLIDAY PAY)

File your weekly claim beginning July 5, 2020 – July 11, 2020

- 1. Check I-PAY for GROSS Holiday amount (usually available 48 hours prior to payday.) EXACT ACCURATE GROSS amount is REQUIRED when reporting to the state.**

QUESTIONS

- Did you receive holiday pay during this week? “YES” IF YOU’RE ENTITLED TO HOLIDAY JULY 3, 2020 IS A PAID DAY AND MUST BE CLAIMED IN THIS WEEK!! REPORT THE ACCURATE GROSS AMOUNT**
- Were you available for work? Answer “YES”**
- Did you look for work? Answer “YES” (You do not have to look for work but must answer YES)**
- Any questions refer to the Kansas Department of Labor and contact the state.**

WEEK OF JULY 6, 2020 to July 12, 2020 LAYOFF WEEK FOR EVERYONE

General Motors will open your INITIAL CLAIM in the STATE OF KANSAS ONLY for everyone EXCEPT temporary employees your claims were opened last week! IF you have a CLAIM open in another state or have worked for General Motors less than 3 quarters, PLEASE call the appropriate state you previously worked in to open your CLAIM on July 6, 2020 and be sure to claim your weeks according to that state’s guidelines. In the STATE OF KANSAS, YOU MUST FILE YOUR WEEKLY CLAIM each week and REPORT any OUTSIDE EARNINGS. ALL WEEKLY CLAIMS MUST BE FILED WITHIN 14 DAYS OF THE WEEK ENDING DATE. It is important to file your weeks ON TIME TO AVOID YOUR CLAIM BECOMING INACTIVE. If your CLAIM IS NOT filed in a timely manner benefits WILL NOT BE PAYABLE for the week of layoff.

**All employees on layoff MUST file weekly claim beginning on Sunday
July 12, 2020 – July 18, 2020 for week ending July 12, 2020**

QUESTIONS

- **NO HOLIDAY PAY TO REPORT**
- **Were you available for work? Answer “YES”**
- **Did you look for work? Answer “YES” (You do not have to look for work but MUST answer YES)**

Any questions refer to the Kansas Department of Labor and contact the stat

Weekly Claim Lines

- **Kansas City Area..... 913-287-6913**
- **Topeka Area 785-296-4337**
- **Wichita Area 316-269-0633**

Toll-free number, outside the local calling area: 800-292-6333.

www.getkansasbenefits.gov

**PLEASE READ THE ATTACHED UNEMPLOYMENT INSURANCE NOTICE ANY
QUESTIONS CONTACT THE KANSAS UNEMPLOYMENT CONTACT CENTER**

ALL TEMPORARY EMPLOYEES HEALTH CARE
INFORMATION

THERE WILL BE A LAPSE IN COVERAGE from July 1st through July 12th due to being on a layoff at the end of the previous month, coverage will be reinstated July 13,2020 upon returning from layoff!! Please get all prescriptions filled and complete doctor's appointments prior to the lapse in coverage. It will take a couple of weeks for coverage to be fully reinstated in the system due to the process it takes to communicate with the carrier. During the reinstating process providers will show no coverage until the system is completely updated. BCBS will retro back and pay all eligible bills during the process of reinstating coverage ONLY not during the lapse in coverage period. The only service that can be updated immediately is Express Scripts. Physicians can verify coverage to treat by calling the Benefits and Service Center at 1-800-489-4646!

**IF YOU HAVE QUESTIONS PLEASE CALL THE BENEFIT
OFFICE PRIOR TO LAYOFF or DURING LAYOFF!!!**

BENEFIT OFFICE

913-573-7422 OR 913-573-7421

Question Cheat Sheet

*Any information that apply to your personal situation answer
accordingly*

**ALL QUESTIONS MAYNOT BE ASKED PLEASE PAY
ATTENTION WHEN ANSWERING QUESTIONS WEEKLY**

You will be asked a series of questions when you file a weekly claim.

Question 1: Did you work Sunday through Saturday during the week being claimed? NO (Yes if you have outside earnings from another establishment)

Enter your gross earnings before deductions for this week. Do not include holiday, vacation or severance pay in this amount. Please enter the number of hours worked during the week being claimed.

Question 2: Did you receive any bonus pay during the week being claimed? NO

Question 3: Did you receive holiday pay for the week being claimed?

YES, Week ending July 5, 2020!!!!

NO, WEEK ENDING JULY 12, 2020

Question 4: Did you receive vacation pay for the week being claimed? NO

Question 5: Did you receive any severance pay for the week being claimed? NO

Question 6: Did you refuse work during the week being claimed? NO

Question 7: Did you quit a job or were you fired from a job during the week being claimed? NO did you report the loss of employment to the Contact Center?

Question 8: Did you attend school or enter training during the week being claimed? NO (YES IF THIS APPLIES documentation will be required)

Question 9: Did you receive or change any type of pension, other than Social Security benefits, during the week being claimed? NO

Question 10: Did you apply for or receive any Workers Compensation payments for the week being claimed that were for a work-connected injury or disability? NO

Question 11: Were you physically able to work four or more days during the week being claimed? YES

Question 12: Were you available for work with no undue restrictions for four or more days during the week being claimed? YES