

Summary Report for Participating Employer (PE) Certification Functionality based on Inputs from External Stakeholders

We had over 100 stakeholders that participated in the two (2) Participating Employer (PE) Certification Demonstration and Input sessions. We received good comments and some additional comments through the command center email. While most were general questions on the specific location of data as it pertains to various ETP funding categories and contract types; there was an overwhelming support for contract holders or their representative to receive alerts.

Based on inputs the following configuration change will be made - An alert will be sent to contract holders when a PE Certification moves from "Pending Status" to either Approved or Denied. An alert will not be provided at time of submittal as the information on "Approved" or "Pending" is provided real time as part of the process.

On the page where a PE enters business information - a number of fields have been relabeled to resolve some of the questions asked by Stakeholders in terms of name, etc.

Field	Status	Comments
CEAN # - Display	No change	The CEAN # should be for the employer to be certified (not Payroll/PEO/etc. A comment will be added for where the CEAN # is entered (Previous page.)
NAICS Code – Display	No Change	
Legal Name	Changed to Employer of Records on File with EDD	
Check box – For Correct Legal Name and then fill in	Changed to Check box if different from above, then Enter the Company Name	
New Field	DBA Name (if Applicable) has been added	This field was not on the screen during the demonstration.
Check box Professional Employer Organization (PEO)?	Moved this question up on the page and Changed to Check box if using a Professional Employer Organization (PEO)/Payroll, then enter the name of the PEO and upload the Agreement	
All information pertaining to employer location and employees (6 fields)	No Change	

There was a question "will there be a mass upload for PE Certifications data?" The answer is, "Not at the time of System Rollout." That feature would need to be assessed and considered as part of the ETP Change Control process. As noted in the sessions, the PE Certification process is complex and has many different paths based on the type of ETP funding category and contract.

It is anticipated that these changes will be made before the end of October, 2020. I notification on new system features will be added when the code is promoted. At that point work will begin with the Beta MEC group.