

## Memorandum

**Employment and Training Program and Services** 

Subject: Christmas Break- Individuals who receive Employment Insurance (EI) Benefits Number: ETS-MEMO-2021-001 Date Issued: December 20, 2021 Issuer: Tim Haysom, Executive Director Employer and Program Services Labour and Immigration Distribution: **Advanced Education** Foundational Learning Supports Student Aid Alberta **Community and Social Services Delivery Services Portfolio** Labour and Immigration Workforce Strategies Division: Strategy and Policy Division

> **Training Providers** All Subscribers to Alberta Works Updates Distribution List

## MESSAGE:

Labour and Immigration, on behalf of Service Canada/Employment and Social Development Canada (ESDC), would like to update the reporting instructions for staff and training providers to share with individuals who receive Employment Insurance (EI) benefits.

We are pleased to advise that the Employment Insurance system was updated in anticipation of the seasonal training break. For efficient processing of electronic or paper report cards, clients can now answer either Yes or No to training between **December 12, 2021 to January 8, 2022**, depending on their training schedule.

This update should prevent clients from experiencing delays or hardship that they may have experienced in prior years.

Service Managers responsible for individuals who receive EI benefits should advise training participants accordingly.