



MISSISSIPPI DEPARTMENT of EMPLOYMENT SECURITY

Employee Mass Layoff Guide

1st Time Employee: Create ID and Password

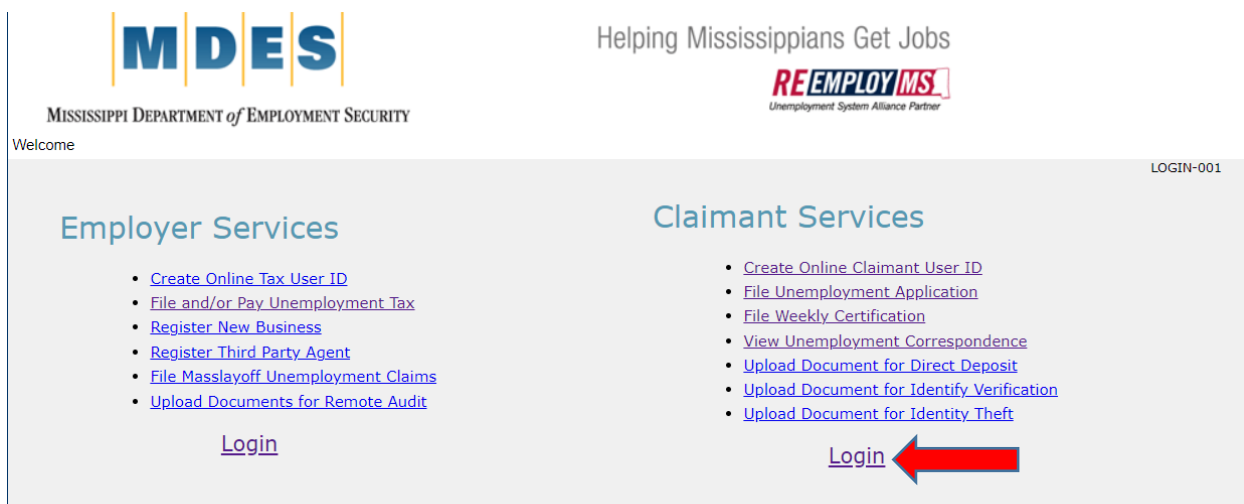
The MS Unemployment Program requires that individuals seeking unemployment payments must file a weekly certification. In order to complete the weekly certification, a User ID and Password is required.

Employees who have not previously logged into the ReEmployMS Unemployment system will need to create their User ID and Password. To begin the process, go to the MDES website www.mdes.ms.gov. From the website please follow the below instructions.


1. Select *Individuals: Unemployment Insurance Services*>



2. The ReEmployMS login screen for unemployment insurance will be displayed. Select the *Login* link.




3. Enter all information and Select Next



MISSISSIPPI DEPARTMENT of EMPLOYMENT SECURITY

Helping Mississippians Get Jobs




Unemployment System Alliance Partner

Welcome USR-003

New User Sign Up


* Required Information

- * SSN - -
- * Confirm SSN - -
- * First Name
- Middle Initial
- * Last Name
- * Date of Birth MM / DD / YYYY

I'm not a robot 
reCAPTCHA
Privacy - Terms


4. Enter all information and Select Next

Password must be 8 to 15 characters and include one lower case letter, one upper case letter, one number and one character (!@#\$*._).



MISSISSIPPI DEPARTMENT of EMPLOYMENT SECURITY

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Welcome USR-011

Create User ID and Password

* Required Information

- * Create User ID
(Must be 6-30 characters that you can remember and it must begin with a letter.)
- * Create Password
(Case sensitive) ?
- * Confirm Password
(Case sensitive)

The following question will be used to reset your password if you forget it

- * Security Question 1
- * Answer 1
(Case sensitive)
- * Security Question 2
- * Answer 2
(Case sensitive)
- * Security Question 3
- * Answer 3
(Case sensitive)
- * Enter Email Address
- * Confirm Email Address

Employee Weekly Certification Process

The Unemployment Program requires that individuals seeking unemployment payments must file a weekly certification. Weekly certifications are required for each week that you are not working or the weekly hours are reduced due to the business shutdown or partial shutdown. Weekly certifications are filed on the Sunday or Monday after each week you are not working or that you worked reduced hours.

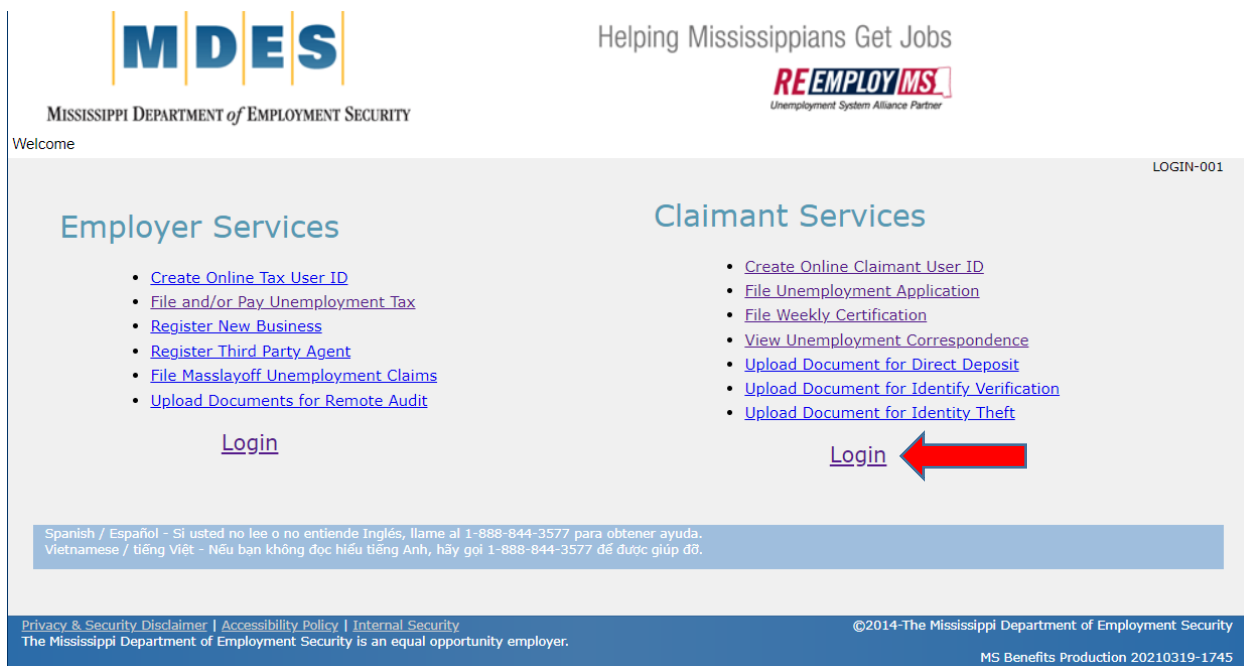
Example: Business is shutdown from Sunday, March 21, 2021 through Saturday, March 27, 2021. You would file your weekly certification on Sunday, March 28 or Monday, March 29.

The weekly certification process is available online at www.mdes.ms.gov. After accessing the website please follow the below instructions.

1. Select *Individuals: Unemployment Insurance Services*>



2. The ReEmployMS login screen for unemployment insurance will be displayed. Select *Login*.



3. Login with your Username and Password

MDES
MISSISSIPPI DEPARTMENT of EMPLOYMENT SECURITY

MISSISSIPPI Works
Helping Mississippians Get Jobs


REEMPLOY MS
Unemployment System Alliance Partner

Username:

[Forgot Username?](#)

Password:

[Forgot Password?](#)

I'm not a robot 
reCAPTCHA
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4. Select Unemployment Insurance

My MDES
MISSISSIPPI DEPARTMENT of EMPLOYMENT SECURITY

Welcome [Redacted]

0 Jobs Viewed Today
1 Applications Pending

[Home](#) [My Profile](#) [Job Search](#) [Unemployment Insurance](#)

[Redacted]
Vicksburg, Mississippi 39183

[Advanced Search](#)

Fresh Jobs

Unemployment Insurance Benefits
Visit Unemployment Insurance to get started with your application.
[File Weekly Certification](#) [File New Claim](#) [Your Claim](#)

Disaster Assistance in 12 Counties
It appears that you may be in one of the counties affected by the recent storms. Would you like to learn more about Disaster Unemployment Insurance or obtain other disaster information?
[Yes, Please Give me More Information](#) [Not at This Time](#)

5. Your home screen will be displayed. Select *File a Weekly Certification*

6. Answer all questions.

Answer YES to question #1 and #2 if the only reason you were off work was due to the business shutdown. Enter the date you are scheduled to return to work. Select *Next*.

* Required Information

Claimant SSN Address [REDACTED] Claimant Name [REDACTED]

Answer the following questions for the week of:
 Sunday, February 14, 2021 - Saturday, February 20, 2021.

Providing false information is punishable by law.

1. * Were you physically able to work? Yes No

2. * Were you available for work? Yes No

(If the only reason you were not available last week was due to the winter weather select Yes.)

THE ANSWERS YOU PROVIDE BELOW WILL BE CONFIRMED WITH ALL MISSISSIPPI EMPLOYERS. INTENTIONALLY MISREPRESENTING INFORMATION WILL **STOP YOUR UNEMPLOYMENT PAYMENTS.**

3. * Did you refuse any offer of work between Sunday, February 14, 2021 and Saturday, February 20, 2021? Yes No

(Refusing a job offer may result in a **Disqualification** and an **Overpayment**.)

4. * Did you perform any work between Sunday, February 14, 2021 and Saturday, February 20, 2021? Yes No

(You **MUST** report any work performed even if you have not been paid yet. Failure to report work will result in an **Overpayment of Unemployment** and a **Fraud Investigation**.)

5. * Do you have a definite date to return to **FULL TIME** employment? Yes No

a. If Yes, please enter the date you will return to **FULL TIME** employment.

MM / DD / YYYY

<Back Next>

7. Enter the last 4 of your social security number certifying that all answers are correct. Select **Submit**.

WC-010

Weekly Certification and Work Search Record Acknowledgement
* Required Information

Claimant SSN [REDACTED] Claimant Name [REDACTED]

Certification Details

1. Were you physically able to work?	Yes
2. Were you available for work?	Yes
3. Did you refuse any job offer or job referral?	No
4. Did you perform any work?	No
5. Have you returned to full time employment?	No

Acknowledgement

MDES audits the information you provided to verify its accuracy. Failure to properly report any earnings may result in an overpayment, garnishment of future wages, and/or prosecution in Federal and/or State courts.

If you submit an application online, a copy of the confirmation page or email should be retained as verification of the online work search.

The information that I have provided is true to the best of my knowledge. I have neither applied for, nor received Unemployment Insurance benefits for the week beginning **Sunday, March 29, 2020** and ending **Saturday, April 04, 2020** from any other State, the United States, or Canada, except as claimed. This claim is made with my full knowledge that the law provides penalties for making false statements or concealing material facts to obtain or increase benefits.

The certification is made with full knowledge that the law provides penalty for making false statements or concealing material facts to attain or increase benefits.

* Enter the last four (4) digits of your SSN as your electronic signature verifying that you have read and understood the Acknowledgement statement above.

Your weekly certification has been filed and you have completed the process. If you are eligible, payment will occur within the next two business days. Payment will be made on your state issued debit card or by direct deposit, if you have previously been approved for direct deposit.

Weekly certification status is viewable on your home page.