

NEED TO REDUCE EMPLOYEE HOURS?

Check out TWC's Shared Work Program



If your business has slowed down due to the pandemic and you need to reduce employee working hours, you may be able to avoid laying off employees by submitting a shared work plan. The Shared Work Program provides Texas employers with an alternative to layoffs. The Texas Workforce Commission developed this voluntary program to help Texas employers and employees withstand a slow-down in business.

SHARED WORK ALLOWS EMPLOYERS TO:

- Supplement their employees' wages lost because of reduced work hours with partial unemployment benefits.
- Reduce normal weekly work hours for employees in an affected unit by at least 10% but not more than 40%
 - The reduction must affect at least 10% of the employees in that unit.

Shared Work unemployment benefits are payable to employees who qualify for and participate in an approved Shared Work Plan. Workers may choose not to participate. Employees who qualify will receive both wages and Shared Work unemployment benefits.

Shared work unemployment benefits affect the employer's tax rate in the same way as other benefit chargebacks. Unemployment benefits paid through the shared work program are charged to the employer's account and used to compute the general (experience) tax rate.

For more information, visit <https://twc.texas.gov/businesses/shared-work> or contact the Shared Work Department at [512.340.4337](tel:512.340.4337)