

DEPARTMENT OF THE NAVY
MILITARY SEA TRANSPORTATION SERVICE, PACIFIC AREA
FORT MASON
SAN FRANCISCO, CALIFORNIA

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MSTSPAC INSTRUCTION 12850.1

From: Commander Military Sea Transportation Service, Pacific Area
To: Distribution List

Subj: Unemployment Compensation; delivery of notice of

Ref: (a) MCPI 352.2-8

1. Purpose. To advise civilian marine personnel of their potential rights concerning unemployment compensation in accordance with reference (a).

2. Background. Public Law 767-83rd Congress, as subsequently amended, extends to most Federal civilian employees rights to unemployment compensation similar to those of employees in private industry. Standard Form 8, "Notice to Federal Employees about Unemployment Compensation," explains that an employee may be eligible for such benefits; the procedures for filing a claim and where payroll records are kept so that the State Employment Security Agency may know where to seek wage and other information.

3. Discussion. Employees may become eligible and wish to file a claim for unemployment compensation under the following circumstances:

- a. Separation
- b. Voluntary leave without pay in excess of seven (7) days
- c. Involuntary non-pay status if such status is expected to remain in effect in excess of seven (7) days (excluding suspension, furlough).

Procedures have been established whereby the Industrial Relations Office will provide civilian marine personnel with Standard Form 8 in such cases.

4. Action. The Master will assure that this Instruction is brought to the attention of all civilian marine personnel.

E. B. MCKINNEY

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