



## Pennsylvania's Shared-Work Program

Shared-Work allows you, the employer, to retain your workforce during a temporary slowdown and then quickly ramp up operations without the expense of recruiting, hiring and training new employees. At the same time, Shared-Work helps to protect your employees from the financial hardship of a full layoff.

The Shared-Work program allows an employer to temporarily reduce the work hours of a group of employees and divide the available hours equally rather than laying off any employees. Employees covered by a Shared-Work plan receive a percentage of their [Unemployment Compensation](#) (UC) [Weekly Benefit Rate](#) while they work a reduced schedule, if they are otherwise eligible for UC.

### Employer Benefits of Shared-Work:

- Maintains full staff for future business growth
- Reduces future hiring and retraining costs
- Maintains worker productivity
- Retains experienced employees
- Reduces financial strain on employees
- Keeps worker morale high

## Shared-Work Program EMPLOYER BENEFITS



#### REDUCE EXPENSES >>

With PA's Shared-Work Program, your business can reduce the money spent on recruiting, hiring, and retraining new employees.

#### RETAIN OUTPUT >>

Pennsylvania's Shared-Work Program maintains worker productivity to keep your organization running efficiently.

#### MAINTAIN STAFF >>

Shared-Work allows employers to maintain their full staff for future business growth while keeping experienced and loyal employees.

#### BOOST MORALE >>

With Shared-Work, businesses will protect employees from the financial hardship of a full layoff, allowing them to keep their benefits and maintain morale.

#### SHARE-WORK ≈

Is PA's Shared-Work program right for your organization? Go to [uc.pa.gov/SharedWork](http://uc.pa.gov/SharedWork) to learn more and apply today!



## How Shared-Work Works

Employees covered by a Shared-Work plan receive a percentage of their Unemployment Compensation (UC) Weekly Benefit Rate while they work a reduced schedule, if they are otherwise eligible for UC.

A Shared-Work plan applies to an affected unit or department, shift or other organizational unit defined by you, the employer, with at least two participating employees.

Based on your available work, you may choose a reduction percentage between 20 and 40 percent. The employees in that unit will work the resulting reduced hours, sharing the work. You may have more than one unit, and units may have different reduction percentages. Each employee in a unit must be at the same reduction percentage.

Your Shared-Work plan will be active until the expiration date that you've indicated or until your business gets back to normal.

For further information and an application for the program, please visit [www.uc.pa.gov/Shared-Work](http://www.uc.pa.gov/Shared-Work)

If an employer has specific questions concerning the Shared-Work program, please have them email [Shared Work@pa.gov](mailto:SharedWork@pa.gov).