

**Sec. 31-237g-1. Definitions; interpretations**

(Statutory reference: 31-237a, 31-237f, 31-222c)

(a) As used in Secs. 31-237g-1 to 31-237g-60 of these regulations inclusive, unless the context clearly indicates otherwise:

(1) “Acting Chairman” means the person serving as Chairman in the absence of the Chairman of the Board of Review.

(2) “Address” means mailing address.

(3) “Administrator” means the Commissioner of the Connecticut Labor Department whose address is 200 Folly Brook Boulevard, Wethersfield, Connecticut 06109, and his designated representatives.

(4) “Agent State” means any state in which an individual files a claim for unemployment compensation benefits against another state.

(5) “Aggrieved” means that the given party’s interests with regard to the Unemployment Compensation laws are affected by the decision in question.

(6) “Amicus Curiae” means a person, organization or entity permitted to participate in a proceeding of potentially significant precedential value, for purposes of advocating the interests of a constituency which stands to be significantly affected by the decision issued in such proceeding or availing the Appeals Division of specialized knowledge or expertise on the subject involved in such proceeding.

(7) “Appeals Division” means the Employment Security Appeals Division of the Connecticut Labor Department consisting of the Board of Review, the Referees and all supporting staff employed in the Appeals Division for discharge of the Appeals Divisions’ responsibilities set forth in these regulations and the Connecticut General Statutes.

(8) “Attorney” means an attorney-at-law admitted to the Connecticut Bar.

(9) “Authorized Agent” means any individual, organization or business that is, pursuant to Section 31-237g-11(b) of these regulations, duly authorized by a party to represent such party in a proceeding before the Appeals Division, or that is required to register with the board pursuant to Sections 31-272-1 to 31-272-18 of the Regulations of Connecticut State Agencies.

(10) “Board” means the Employment Security Board of Review.

(11) “Chairman” means the Chairman of the Employment Security Board of Review, whose address is 38 Wolcott Hill Road, Wethersfield, Connecticut 06109.

(12) “Chief Referee” means the Chief Referee of the Referee Section.

(13) “Employment Security Division” means the Employment Security Division of the Connecticut Labor Department.

(14) “Employment Security Office” means the Public Employment Bureau or any other place designated by the administrator for the filing of unemployment compensation claims pursuant to Section 31-240 of the General Statutes.

(15) “Interstate Appeal” means an appeal wherein a resident of a foreign state has filed a claim with the Connecticut Employment Security Division for unemployment compensation benefits pursuant to Connecticut law.

(16) “Intrastate Appeal” means an appeal wherein a Connecticut resident has filed a claim with the Connecticut Employment Security Division for unemployment compensation benefits pursuant to Connecticut law.

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(17) “Liable State” means any state against which an individual files, through another state, a claim for unemployment compensation benefits.

(18) “Party” means the following parties to an appeal:

(A) the claimant whose unemployment compensation claim is involved;

(B) an individual whose potential claim for unemployment compensation benefits is at issue and who is made a party by the appeals division;

(C) any employer (1) against whom charges may be made or tax liability assessed due to a decision by the Administrator or the Appeals Division and who has appealed that decision or who is made a party by the appeals division; or (2) from whom the claimant’s separation is an issue in the appeal;

(D) the Administrator.

(19) “Referee” means an Employment Security Appeals Division Appeals Referee Trainee, Associate Appeals Referee, Principal Appeals Referee, or Chief Appeals Referee.

(20) “Referee Section” means the organizational unit consisting of the Referees and all supporting staff employed for the discharge of the responsibilities assigned Referees pursuant to these regulations and the Connecticut General Statutes.

(21) “Principal Referee” means a Principal Appeals Referee.

(22) “Staff Assistant” means the Staff Assistant to the Board as defined in Section 31-237e(b) of the General Statutes.

(b) As used in these regulations, unless the context clearly indicates otherwise, the present tense includes the past and future tenses, the future tense includes the present, each gender includes the other two genders, the singular includes the plural, the plural includes the singular.

(c) In regard to timeliness, unless otherwise specified in these regulations, the date on which a document is “filed” is the date on which such document is actually received by the office authorized and designated to receive such document, provided that a document filed by facsimile transmission (fax) or internet shall be considered received on a regular work day if the appeals division or administrator’s receiving fax machine or computer indicates that it was received no later than 11:59 PM on that day. A fax or internet transmission received on a weekend or legal holiday shall be considered received on the next regular work day. A party filing a document by fax shall retain its fax transmission receipt and the original copy of the document for inspection by the appeals division. A party filing a document by internet shall produce a hard copy for inspection when requested by the appeals division. Any document filed by fax or internet shall contain a certification pursuant to section 31-237G-10(a) (7) of these regulations describing how and when a copy of the document was provided to all other parties.

(Effective June 23, 1986; Amended October 27, 1997)