

PROVISIONAL MEASURE 936/2020

MINISTRY OF ECONOMY INFORMS HOW THE INFORMATION ON THE REDUCTION OF WORKING HOURS OR TEMPORARY SUSPENSION OF THE EMPLOYMENT CONTRACT MUST BE TRANSMITTED

The Ministry of Economy has created a portal for the Emergency Employment and Income Maintenance Program (<https://servicos.mte.gov.br/bem>), providing employers with access to systems to inform the agreements they enter into with their employees, aiming at the proportional reduction of working hours and wages or the temporary suspension of the employment contracts.

- **Employers (legal entities):** must forward the information regarding the agreements through *Empregador Web*, which is the program used until now to request the Unemployment Insurance.
- **Term:** the employer must communicate the agreement within 10 calendar days from the date of its conclusion. If this deadline is not observed, the employer will be responsible for paying the employee's full salary until the information is communicated.
- **How to send the information:** information on the proportional reduction of working hours and wages or temporary suspension of employment contracts can be sent manually (by filling in all fields in the *Empregador Web* program) or automatically by importing the information and forwarding via digital file at the format and with the extension ".CSV", as described in the Manual of the Emergency Employment and Income Maintenance Program.
- **Main information to be provided by employer:** (i) employer's CNPJ; (ii) employee's information (name, mother's name, birth date, admission date, CPF, PIS/PASEP); (iii) type of agreement (temporary suspension or reduction of working hours); (iv) percentage of reduction of working hours; (v) date of the agreement; (vi) duration of the agreement; (vii) employee's last salary; (viii) employee's bank information; and (ix) employer's gross revenue in 2019.
- **Employees' with Intermittent employment contract:** employer is not required to provide any information, as the emergency benefit will be paid to every employee with this type of contract registered with the National Social Information Registry (CNIS) until April 1st, 2020, through a digital account opened in their name with Banco do Brasil or Caixa Econômica Federal (CEF).
- **Payment of the emergency benefit:** it will be paid into the account (current or savings) held and indicated by the employee (it will not be paid in a third party account). If the employee does not inform an account, or there are errors in the account indicated, payment will be made to a digital account specially opened in the employee's name at Banco do Brasil or CEF.

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