



Determinations and Decisions E-Response Users Guide Updated May 2025

What is SIDES?

SIDES stands for the State Information Data Exchange System. It's a software tool that empowers states, employers, Third Party Administrators (TPAs) and Professional Employer Organizations (PEOs) to quickly, accurately, and securely respond to unemployment insurance requests.

How it Works

SIDES E-Response is a free website where employers and their representatives submit UI responses directly to state unemployment agencies. When you receive a request, use the provided PIN to access and complete responses. Once completed, a confirmation number and downloadable PDF will immediately be available for your records.

Benefits

- Lost responses are a thing of the past. With direct online communication, feel confident knowing information was transmitted correctly and securely.
- Nationally consistent format for any size business. Eliminate submission errors with SIDES' consistent and intuitive format.
- Handles details so employers can focus on business. The innovative digital process reduces personnel time and effort.
- Enhances the integrity of the UI system. SIDES reduces UI tax rates and waste in the system.

SIDES E-Response

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SIDES E-Response is an online tool for employers to quickly, accurately, and securely respond to state unemployment insurance requests. Built specifically for ease of use, employers can log into the website and submit responses easily anytime, anywhere.

Requirements

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SIDES E-Response only requires an internet connection. There is no cost to use SIDES E-Response.

Determinations and Decisions Exchange

Determinations and Decisions permits the state to electronically transmit a non-monetary determination through SIDES. If there is a pending determination for review, an email notification will be sent to the SIDES contact email address on file, letting you know there is a pending determination to review. Be sure to review the determination immediately, if you disagree with the determination, you must appeal within 30 days of the date the email was sent.

Browsers Supported by SIDES

- IE 11 and above
- Chrome V44 and higher
- Firefox V37 and higher

SIDES E-Response is a web-based program developed through a partnership with the U.S. Department of Labor and state UI agencies to simplify and streamline requests and responses for UI information. SIDES E-response is a nationally standardized, electronic format to process UI information exchanges.

Alaska utilizes four of the available SIDES exchanges:

- Separation Information
- Additional Fact-Finding
- Determinations and Decisions
- Earnings Verification

Date: XX-XX-XXXX
Employer Name: Test, Inc.
Attention: HR/Payroll Delegate
Employer FEIN: *****1234
Employer SEIN: 0012345

This is the email notification you will receive, letting you know there is a pending separation determination to review.

Alaska Unemployment Insurance (UI) **Determinations and Decisions** notice(s) have been posted to your State Information Data Exchange System (SIDES) account.

To review the determination(s) and appeal instructions, please visit <https://uisides.org>, and select Determinations and Decisions from the SIDES application menu. You will need to enter 8 digits for your State Employer Identification Number (SEIN) by putting the appropriate number of leading zeros.

Alternatively, you may login to SIDES using the Single Sign-on (SSO) option located on the ES Tax Online, Employer Home page of your myAlaska account.

If you need additional assistance, please email our SIDES administrator at dol.sides@alaska.gov.


Thank you

Sincerely,

Department of Labor and Workforce Development
Alaska Unemployment Insurance Program

Once you are ready to sign into SIDES, you have two options:

1. Sign in directly through the SIDES website <https://uisides.org>, or
2. Sign into myAlaska at <https://my.alaska.gov> and navigate to the Employment Security Tax page for the business.



State:

Exchange:

Federal Employer Identification Number:

State Employer Identification Number:

Pin/Access Code:

If you sign in directly through the SIDES website, you will see this screen. To review the separation determination, select Determinations and Decisions exchange. The SEIN must be a total of 8 digits. If the employer SEIN is less than 8 digits, you will need to enter leading zeros. For example; 00123456.

Employer Home

Tax Rates

Office
Locations

Laws & Cases

Forms/Publications

Alaska
Employer
Newsletters

ES Tax
Handbook

UI Tax
Calculation
Cookbook

Standard
Rates

Unclaimed
Refunds

Frequently
Asked
Questions

Need a
Speaker?

Alaska's Job
Bank



Don't miss important unemployment insurance tax information and upcoming changes! Subscribe to our emailed Alaska Employer Newsletter - [CLICK HERE](#)

Account: 123456 – ABC, Inc.

Select a different employer

Quarterly Reports

File a Report

Payments

Make a Payment / View Balance

Manage Bank Accounts

View Payments

User Services

My Account Information

Current Administrator

An administrator has not yet been established for this account. To request full access to this employer's account, go to **My Account Information**, and under Your Access Level, select Full. An activation letter will then be mailed to the employer's address of record. Upon receipt of this letter, you must return to this site and select Enter Activation Code from the main menu to enter the activation code contained in the letter.

Employer Maintenance

Registration

Close Account

Upload Documents

SIDES

Earnings Verification

Separation Exchanges

If you have any questions regarding SIDES, please visit [this site](#).

UI SIDES E-Response Switchboard

Please select an exchange to respond to requests.

Separation Information - 0 requests

Additional Fact-Finding - 0 requests

Determinations & Decisions - 2 requests

Earnings Verification - 0 requests

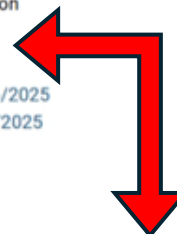
If you choose to sign into SIDES using myAlaska, select Separation Exchanges in the bottom right corner of the Employer Home page. This will take you to the list of Separation Exchanges; Separation Information, Additional Fact-Finding, and Determinations and Decisions.

Claim Details

Name	TEST EXAMPLE	Determination Type	Separation
SSN		Request	05/06/2025
Claim Number	0000000000000001	Appeal Due	11:59 PM ET 06/05/2025
Claim Effective	05/04/2025	Response Status	Viewed/No Action
Benefit Year Begin	05/04/2025	View	Determination
		View	Request - 05/06/2025 Viewed - 05/05/2025

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Enter Response



To begin the process for reviewing the determination, select Determination.

Name: Test Example

SSN: Test Example

Due Date: 06/05/2025

Employer

UI Instructions

Determinations

Thank You

Employer

Employer Name

FEIN

SEIN

Test Example

Check if applicable.

☐ TPA/Employer Representative receiving this request that DOES NOT represent this employer

Save

Close

Next

If you are a TPA or PEO who no longer represents the employer, click the box.

If the information is correct, click next.

Name: Test Example

SSN: Test Example

Due Date: 06/05/2025

Employer

UI Instructions

Determinations

Thank You

UI Instructions

Document Name	Type	Size	
Determination Letter	PDF	91,444	Download

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Close

Next

2.5

Click Download to review the separation determination letter. You can save a copy of the letter or print for your records if needed. If you disagree with the decision, follow the instructions on the Appeal Instructions section of the letter.

Name: Test Example

SSN: Test Example

Due Date: 06/05/2025

Employer

UI Instructions

Determinations

Thank You

Determinations

Determination Date

05/05/2025

Outcome

Disqualification/Suspension Weeks

Account Charged

No

View

Determination

Back

Save

Close

Next

The Due Date represents the appeal due date.

You can also view the determination letter from this page by clicking on Determination.

Name: Test Example

SSN: Test Example

Due Date: 06/05/2025

Employer

UI Instructions

Determinations

Thank You

Thank You

View Response

Since you have not initiated any action, no information will be sent to the state.

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Close

The Due Date represents the appeal due date.

You can disregard View Response and the advisory. Alaska does not provide an option for initiating any actions with Determinations and Decisions. If you disagree with the determination, you have the right to appeal using the appeal instructions in the determination letter. If you agree with the decision, you can click Close, the review is complete.