
RIF and Post-Employment Information

Article Purpose

This article addresses common questions related to verification of previous employment and reassignment/rehire options at Lumen, unemployment, and Visas during the Reduction in Force (RIF) process at Lumen. Questions included are:

- Who do I have companies call for verification of previous employment?
- Are additional steps required from me if I am currently a Visa sponsored employee?
- When can I file for unemployment?
- What Lumen Address should be used upon filing for unemployment?
- Can I apply for a different role at Lumen prior to my termination date?
- Am I eligible to be rehired at Lumen?
- What happens to my severance payment if I am rehired at Lumen?

Who do I have companies call for verification of previous employment?

Verification of your employment with Lumen should be directed to a third-party vendor called VerifySafeJobs.

This vendor provides employment verification for private party verifiers, government agencies and for personal use.

- Company code: LUMEN
- Your SAP ID. The VeriSafeJobs system will only take the number portion of your ID, no letters. If you do not know your SAP ID, former employees can provide their zip code if the residential address matches what Lumen has on file.
- Your social security number.

VerifySafeJobs customer service can be reached at (833) 883-7439, or via [verisafejobs.com/](https://www.verisafejobs.com/)

Are additional steps required from me if I am currently a Visa sponsored employee?

If you have an H-1B Visa or if your Green Card application is pending and is still on file with the Company, you should contact our Lumen Law Department as soon as possible and/or your HR representative.

Your Lumen-sponsored visa will not be valid after your termination date. If you have an approved Green Card, you do not need to contact the Lumen Law Department.

When can I file for unemployment?

Your ability to collect unemployment will depend on state law and is not administered by Lumen. The Company cannot assist you with your claim because your eligibility, and the amount and schedule of any benefits are determined by your state's criteria. You do not file a claim prior to your separation date.

If you file for unemployment, Lumen will provide the state with the necessary information surrounding your separation.

It is recommended that you contact the unemployment benefits office in the state where you reside with any questions you may have.

What Lumen Address should be used upon filing for unemployment?

ValeU NSN, Inc is Lumen's unemployment vendor that handles all initial unemployment claims. If you fill out an application for unemployment benefits with your state (either online or in person), do not use your former work address as the mailing address for Lumen. Please use the following address for Lumen: ValeU NSN, LLC, 308 S Jefferson Street, #405, Chicago, IL 60661

If you do not provide the state with the accurate company mailing address, your claim may be delayed. ValeU NSN, LLC cannot speak to individual employees regarding either a claim that was filed or a determination by any state.

Any dispute on a ruling must be handled with the state directly. The paperwork you receive from the state should include the proper contact information for handling disputes.

Can I apply for a different role at Lumen prior to my termination date?

Yes, you can apply for other roles within Lumen at any point. For active employees, you can view/apply for open positions at Lumen by visiting the internal [Careers at Lumen](#) page. Please note, if you interview and are offered a comparable position at Lumen prior to your termination date, you will not receive severance benefits if you do not accept that offer.

Am I eligible to be rehired at Lumen?

Rehire eligibility at Lumen is based on Lumen's Eligibility for Reemployment Policy. Generally, employees who terminate due to a Reduction of Force are eligible for rehire. Former employees who have voluntarily taken a distribution from the pension or 401(k) plans will not be eligible for reemployment for six months following their last day worked. Please refer to Lumen's Eligibility for Reemployment Policy and the Pay & Benefits Summary Guide for more details.

What happens to my severance payment if I am rehired at Lumen?

Employees rehired by Lumen before the expiration of the severance period covered by their severance allowance (whether paid in a lump sum or on a bi-weekly basis) will be required to repay all or part of the allowance.

The repayment amount will be determined by subtracting the number of days in layoff status before rehire from the number of days included in the severance allowance, and then dividing that amount by the total number of days included in the severance allowance. The resulting percentage will be applied to the total severance amount to determine the amount to be repaid. If you are not rehired until after the expiration of the severance period, there would be nothing you would have to pay back.