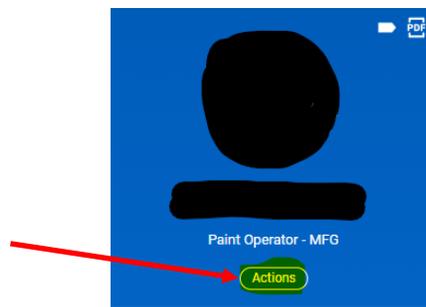




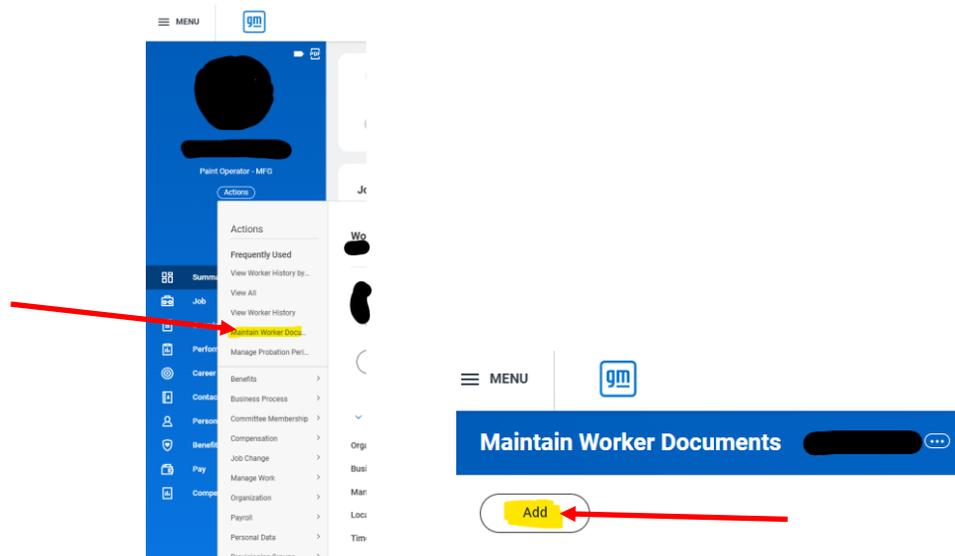
Application for EI Benefit Repayment (EI Clawback for previous tax year)

Directions

1. File tax return with Canadian Revenue Agency, CRA.
2. CRA will provide a Notice of Assessment (NOA) and if line 422 indicates a “Social Benefit Repayment” complete the Application for EI Benefit Repayment Form. Please ensure all relevant tax documents are included and the NOA is provided to be able to process your application.
3. In WorkDay click on the ‘Actions’ button under your profile name and picture.



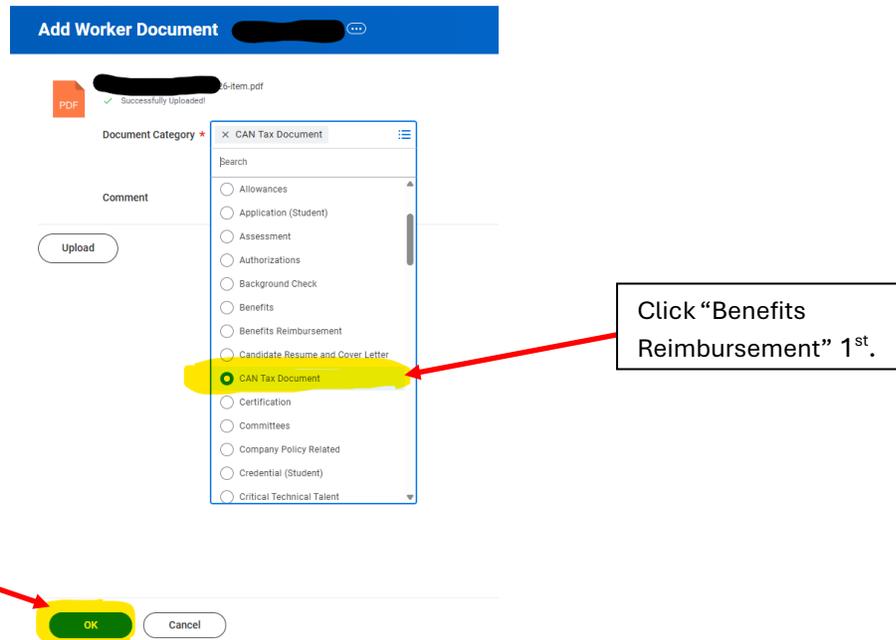
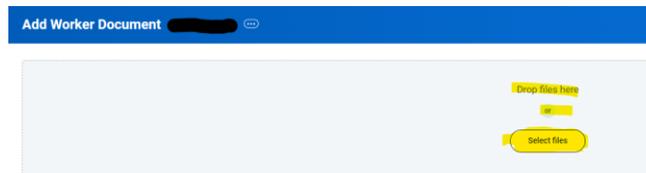
4. Navigate to the Maintain Worker Documents selection and click the ‘Add’ button.





Application for EI Benefit Repayment (EI Clawback for previous tax year)

5. Choose your scanned or saved documents to upload by using the ‘Drop files here’ option or ‘Select Files’ after the ‘Successfully Uploaded’ message appears select ‘CAN Tax Document’ within the Document Category box and Click ‘Ok’. Clicking Upload will cause a new upload box to appear. Please upload only your tax documents in WorkDay. Your application is to be emailed and will provide notice to GM your forms are ready for review.



6. Email your completed Application for EI Benefit Repayment form to: camihrlr.mailbox@gm.com once all the relevant documents have been uploaded to your WorkDay profile. On the subject line please indicate your name, GMIN, location and EI reimbursement. Eg: Subject: Jane Doe 999 888 777, CAMI, EI reimbursement.
7. GM will delete your tax documents from your WorkDay profile once your application has been processed. You will be able to view your Maintain Worker Documents page to confirm.
8. The application form and relevant tax documents must be received by May 1 of the 2nd following year. For example, 2024 Tax documents and application must be received by May 1, 2026.