

Office of Administrative Hearings (OAH)	Transmittal Number: 95-05
Procedures Transmittal	Date: January 23, 1995
Distribution:	
ALB OAH Staff [X] UPS ALJs/ [] Upstate LDSS []	Subject: HR Employment Related Notices Generated by IS Centers
SUP ALJs []	
NYC OAH Staff [X] NYC ALJs/ [] NYC Agencies []	
SUP ALJs []	

An interim procedure has been devised to temporarily defer processing New York City cases related to employment issues. For New York City requests based on notices to HR recipients regarding:

Failure to Comply with Agency Employment Services Office, Issue Code 714

and

Failure to Comply with Job Search, Issue Code 716

which are generated by the Income Support Centers rather than the Office of Employment Services (OES), do not use the subcategory OES and enter in the message field "Non-OES". See below:

Agency: IS Center
Cat: HR
Subcat: None
Action: DEN
Issue: 714 or 716
Message Field: Non-OES

All such coded requests must be left in the "Reviewer Bucket"--reviewers should not approve them pending further instructions which will be forthcoming subsequent to January 30, 1995. Thank you.

Mark Lacivita, Director of Administration
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