

February 1, 2008

<b>DIRECTIVE:</b> JOB CORPS INFORMATION NOTICE NO. 07-22
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**TO:**                    ALL JOB CORPS NATIONAL OFFICE STAFF  
                          ALL JOB CORPS REGIONAL OFFICE STAFF  
                          ALL JOB CORPS CENTER DIRECTORS  
                          ALL JOB CORPS CENTER OPERATORS  
                          ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
                          ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

**FROM:**               ESTHER R. JOHNSON, Ed.D.  
                          National Director  
                          Office of Job Corps

**SUBJECT:**            Fiscal Year 2007 Safety Program Review Closeout

1.     Purpose. To ensure that all Job Corps centers have received the fiscal year (FY) 2007 Safety Program Review final report, and that regions and centers are responding to related Abatement Tracking System (ATS) cases.
2.     Background. Link Technologies, Inc., a National Office of Job Corps contractor, has performed Safety Program Reviews at Job Corps centers since 2003. All FY 2007 Safety Program Reviews have been completed. Centers not reviewed will not receive a report for FY 2007. Additionally, abatement cases, which correspond to the FY 2007 review, have been uploaded to ATS. Information regarding the FY 2008 Safety Program Reviews and the FY 2008 Safety Program Review Guide is forthcoming.
3.     Action. Center Directors who have not received a copy of the FY 2007 Safety Program Review final report should contact the designated regional project manager. Centers should be correcting deficiencies and should respond to all ATS items before the next scheduled Safety Program Review. Centers should prepare for the FY 2008 Safety Program Review using the FY 2007 Safety Program Review Guide until further notice.

Addressees are to ensure that this Information Notice is distributed to all appropriate staff.

4.     Expiration Date. Until superseded.
5.     Inquiries. Inquiries should be directed to Marsha Fitzhugh at (202) 693-3099 or [fitzhugh.marsha@dol.gov](mailto:fitzhugh.marsha@dol.gov), Kelley Clark at (202) 693-3089 or [clark.kelley@dol.gov](mailto:clark.kelley@dol.gov), or Heather

Edmonds at (202) 693-3774 or [edmonds.heather@dol.gov](mailto:edmonds.heather@dol.gov).