February 25, 2002

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NO. 01-23

TO: ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF
ALL JOB CORPS REGIONAL DIRECTORS
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSSIONS AND CTS CONTRACTORS

FROM: RICHARD C. TRIGG
National Director
Office of Job Corps

SUBJECT: Job Corps' Public and Community Website Addresses

1.   <u>Purpose</u>. To advise the Job Corps community of the new Uniform Resource Locator (URL) addresses for the Job Corps Public and Community Websites. Also, to advise the Job Corps community that these changes must be reflected on all publications, materials, and links where the Website URL addresses are displayed.

2.   <u>Background</u>.

      a.   Job Corps Public Website

            In order to be in compliance with the Department of Labor Website Design and Development Guidelines, the Job Corps Public Website that is presently available at http://www.jobcorps.org has been changed to a new URL address. Effective February 15, 2002, the new URL address will be http://jobcorps.doleta.gov.

            The new Website location will allow a consistent look and feel for all Department of Labor Websites, as well as ensure that the Websites are compliant with Section 508 of the Rehabilitation Act Amendments of 1998. The new location will also allow better monitoring for security and maintenance of the Website. The Job Corps Public Website is managed by the Job Corps Data Center (JCDC); however, updates to the Website are posted through files sent by JCDC to ETA's Office of Technology Information Services (OTIS).

b.   Job Corps Community Website

The Job Corps Community Website, managed by JCDC, also has a new URL address effective February 15, 2002. The link to the Job Corps Community Website is no longer available from the Job Corps Public Website. To access the Job Corps Community Website, where you will find the Policy and Requirements Handbook (PRH), Program Assessment Guide (PAG), forms, users manuals, Job Corps Resource Library (JCRL), etc., you must use one of the following new URL addresses:

http://jcweb.jcdcnet.org (Center network)
http://jcweb.jobcorps.org (Regional Office, National Office, and Support Contractors, etc.)

c.   Job Corps Publications, Materials, and Links

To provide the correct address to prospective applicants and other interested parties, Job Corps publications, materials, and links that display the http://www.jobcorps.org URL address must be changed to reflect the new URL address (http://jobcorps.doleta.gov). This may be done through use of paste-on labels, strikethroughs, reprints, etc.

For a period of time, the http://www.jobcorps.org address will automatically redirect or transfer users to the new address; however, it is important to change your bookmarks immediately to the new URL address http://jobcorps.doleta.gov.

3.   Action. Perform the following:

a.   Change the current Job Corps Public Website address to the new URL address (http://jobcorps.doleta.gov) on all your bookmarks (Netscape) and favorites (Internet Explorer).

b.   Change the current Job Corps Public Website address to the new URL address (http://jobcorps.doleta.gov) on all Job Corps materials, publications, and links.

c.   Add bookmarks (Netscape) and favorites (Internet Explorer) for the Job Corps Community Website to access the PRH, forms, JCRL, etc., as follows:

http://jcweb.jcdcnet.org (Center network)
http://jcweb.jobcorps.org (Regional Office, National Office, Support Contractors, etc.)

Note: Check with your Point of Contact (POC) for assistance in adding bookmarks.

4.   Effective Date. February 15, 2002

5.	Expiration Date. Until superseded.

6.	Inquiries. Direct inquiries regarding this Program Instruction to Linda Estep at 1-800-598-5008 ext. 7212, or email to Estepl@jcdc.jobcorps.org.