

February 24, 2006

DIRECTIVE: JOB CORPS PROGRAM INSTRUCTION NO. 05-14

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

FROM: GRACE A. KILBANE
 National Director
 Office of Job Corps

SUBJECT: Expiration of Hurricane-Related Policies

1. Purpose. To provide information on the expiration of Program Instructions related to Hurricanes Katrina and Rita, including Program Instruction 05-03 and its attachments, Program Instruction 05-05 and its attachments, and Program Instruction 05-08 and its attachments.

2. Background. In the wake of Hurricane Katrina, the National Office of Job Corps released an expedited enrollment policy (Program Instruction 05-03) to provide the Job Corps community with assistance in enrolling age-eligible hurricane evacuees. As a supplement to this policy, guidance was released for Job Corps health staff in dealing with new enrollees and transfers (Program Instruction 05-05) and for admissions counselors regarding the use of an online background check system through LexisNexis Screening Solutions (Program Instruction 05-08).

Per the President's Management Council, these Hurricane-related policies will expire February 25, 2006. This Program Instruction supercedes Program Instructions 05-03, 05-05, and 05-08, as well as any other hurricane-related policies that may be in effect.

3. Action. This Program Instruction should be forwarded to all admissions counselors, health staff, and other appropriate Job Corps staff. All background checks on hurricane applicants should be entered into the online background check system by February 25, 2006.

4. Expiration Date. Until superseded.

5. Inquiries. Inquiries should be directed to Dennis Johnson at (202) 693-2876, or e-mailed to johnson.dennis@dol.gov.