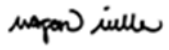


TEXAS WORKFORCE COMMISSION LETTER

ID/No:	WD 04-17
Date:	January 26, 2017
Keyword:	Administration; WIOA
Effective:	Immediately

To: Local Workforce Development Board Executive Directors
Commission Executive Offices
Integrated Service Area Managers



From: Reagan Miller, Deputy Director, Workforce Solutions

Subject: **Common Identifier for Local Workforce Development Boards**

PURPOSE:

To provide Local Workforce Development Boards (Boards) with information regarding Workforce Innovation and Opportunity Act (WIOA) requirements to use a common workforce system identifier.

BACKGROUND:

WIOA §121(e)(4) requires each Board to include a common identifier in addition to any Board-developed identifiers on all products, programs, activities, services, facilities, and related property and materials.

In WIOA §678.900 the U.S. Department of Labor (DOL) clarifies that Boards are not required to change their existing name or brand. However, Boards are required to include an additional common identifier to ensure that the public is aware that all online and in-person workforce development services are part of a larger national network.

PROCEDURES:

NLF: Boards must use the tagline “a proud partner of the American Job Center network” on all primary electronic resources and websites, as well as on any newly printed, purchased, or created materials. The regulatory deadline for implementing this change is November 17, 2016.

LF: Boards are encouraged to exhaust all supplies printed before November 17, 2016, that do not contain the tagline before using materials printed with the tagline.

NLF: By July 1, 2017, Boards must use the tagline on all products, programs, activities, services, electronic resources, facilities, and related property and new materials used by Boards and Workforce Solutions Offices, which includes signage at Board offices and Workforce Solutions Offices.

LF: Boards may use plain text or one of the tagline logos developed by the DOL Employment and Training Administration and published in the Graphics Style Guide for Partners at https://www.dol.gov/ajc/ajc_style_guide.pdf.

NLF: Boards must be aware that if a tagline logo is used, it must be used in accordance with the guidelines contained in the Graphics Style Guide for Partners and with the terms of use for the logos, which are available at <https://www.dol.gov/ajc/>.

NLF: Boards must be aware that the tagline is not required on resource room materials distributed to customers if those materials were not printed, purchased, or created by Boards.

LF: Boards may use WIOA Title I funds when implementing the use of the common identifier or tagline.

INQUIRIES:

Send inquiries regarding this WD Letter to wfpolicy.clarifications@twc.state.tx.us.

RESCISSIONS:

None

REFERENCES:

The Workforce Investment and Opportunity Act §121(e)(4)
20 C.F.R. §678.900

FLEXIBILITY RATINGS:

No Local Flexibility (NLF): This rating indicates that Boards must comply with the federal and state laws, rules, policies, and required procedures set forth in this WD Letter and have no local flexibility in determining whether and/or how to comply. All information with an NLF rating is indicated by “must” or “shall.”

Local Flexibility (LF): This rating indicates that Boards have local flexibility in determining whether and/or how to implement guidance or recommended practices set forth in this WD Letter. All information with an LF rating is indicated by “may” or “recommend.”