OFFICIAL

Workforce Development Agency (WDA)
Policy Issuance (PI): 13-16
E-mailed: 10/31/13 (pv)

Date: October 31, 2013

To: Michigan Works! Agency (MWA) Directors

From: Joseph Billig, Manager, Management Information System (MIS)
                   Workforce Development Agency
                        SIGNED

Subject: Workforce Investment Act (WIA), Electronic-Participant-Management
                   Information Guide (E-P-MIG)

**Programs
  Affected:**   WIA

Rescissions: WDASOM PI 09-34

References: The Workforce Investment Act (WIA) Public Law 105-220, August 1998
                   WIA Regulations, 20 CFR Parts 650 and 660
                   Workforce Investment Act Standardized Record Data (WIASRD)
                   Job Training Partnership Act

Background: The WIA P-MIG has existed in a Microsoft Word format and has
                   previously been updated via a Policy Issuance. User survey responses
                   shared a desire to:

                        a) update the document to an electronic format, and
                        b) have the P-MIG updated immediately upon changes to OSMIS.

                   WDA is working with the Department of Technology, Management and
                   Budget (DTMB) to create a long-term solution where P-MIG data is
                   available within the One-Stop Management Information System (OSMIS).
                   One step in that process is creating a "data field-to-description" structure,

which is not feasible in the current Word format. As an interim solution, electronic P-MIGs have been created (E-P-MIG).

Policy: Effective immediately, the WIA Adult/Dislocated Worker (DW) E-P-MIG and the WIA Youth E-P-MIG are the WDA's official guides for WIA within the OSMIS. The P-MIG in Word format will no longer be updated or distributed.

Future changes to OSMIS screens affecting WIA will have a corresponding update to the E-P-MIGs prior to implementation; thus, the E-P-MIGs will remain current.

All OSMIS screen changes affecting WIA will continue to be announced via a System Update Notice. In addition, any new updates to the E-P-MIGs will be referenced, by date, in the "Change Tracking" tab within the E-P-MIGs. Future updates to the E-P-MIGs will not require a Policy Issuance; however, a Policy Issuance may be required unrelated to an E-P-MIG itself.

Access to the E-P-MIGs is available from the OSMIS link on the main entry screen, and is shown on Attachment A.

With the rescission of the WIA P-MIG PI 09-34, WIA forms and information unrelated to the E-P-MIGs will be located in WIA policy and/or a separate WIA Manual, to be distributed in the near future.

Inquiries: Questions regarding this policy issuance, and information not referenced in the WIA E-P-MIG, should be directed to your WIA state coordinator.

This policy issuance is available for downloading from the Internet system. Please contact Ms. Pam Vance at (517) 373-6234, for details.

The information contained in this policy issuance will be made available in alternative format (large type, audio tape, etc.) upon special request to this office. Please contact Ms. Vance at (517) 373-6234, for details.

**Expiration
 Date:**   None

JB:VW:pv
Attachment

Upon successful log-in to OSMIS, access to the E-P-MIGs is attained by clicking on each link shown below.