

INFORMATION NOTICE

Date: September 29, 2017 **Number:** WSIN17-09 **Expiration Date:** 10/29/2019



CalJOBSSM ACTIVITY CODES

The CalJOBS Activity Codes will be revised effective October 2, 2017. The Department of Labor (DOL) issued additional *Workforce Innovation and Opportunity Act* (WIOA) performance reporting guidance that created a need for a revised list of activity codes. The use of activity codes has a direct relationship to performance measures and should be evaluated closely. Staff should familiarize themselves with the following attachments to ensure accurate use of CalJOBS activity codes.

CalJOBS Activity Codes – Explanation of Attachments (Attachment 1)

Provides a detailed description of the columns listed on the subsequent attachments.

CalJOBS Activity Codes Dictionary (Attachment 2)

Provides a comprehensive list of both participant and employer activity codes, as well as a detailed definition for each activity code.

CalJOBS Activity Codes Detailed Listing – Individual (Attachment 3)

Contains the following information: (1) the name and number for each CalJOBS activity code, (2) the programs that are able to utilize the activity code, (3) the reporting category of service, (4) a determination of whether or not use of the activity code will affect the exit status of the participant, (5) the corresponding Participant Individual Record Layout (PIRL) data element number(s), and (6) the duration in days for the activity code.

CalJOBS Activity Codes Detailed Listing – Employer (Attachment 4)

Contains the following information: (1) the name and number for each CalJOBS employer activity code, and (2) the reporting category.

This Information Notice supersedes Workforce Services Information Notice WSIN16-21.

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

If you have any questions regarding this information, please contact the Central Office Workforce Services Division, Program Reporting and Analysis Unit at wsbmanageperformance@edd.ca.gov

/S/ JAIME L. GUTIERREZ, Chief
Central Office Workforce Services Division

Attachments are available on the internet:

- 1. <u>CalJOBS Activity Codes Explanation of Attachments</u>
- 2. CalJOBS Activity Codes Dictionary
- 3. <u>CalJOBS Activity Codes Detailed Listing Individual</u>
- 4. CalJOBS Activity Codes Detailed Listed Employer
- 5. Errata Chronology