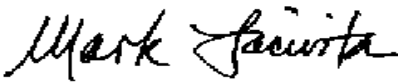


Office of Administrative Hearings (OAH) Procedures Transmittal	Transmittal Number:	03-21
Distribution: ALB OAH Staff <input checked="" type="checkbox"/> UPS ALJs <input type="checkbox"/> Upstate LDSS <input type="checkbox"/> SUP ALJs <input type="checkbox"/> NYC OAH Staff <input checked="" type="checkbox"/> NYC ALJs <input checked="" type="checkbox"/> NYC Agencies <input checked="" type="checkbox"/> SUP ALJs <input checked="" type="checkbox"/> NHRA Only	Date:	September 16, 2003
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	Subject:	Discontinue Use of NOES and NBEG Agency Fields

It is no longer necessary for Communications Intake Unit staff to use Agency Fields NOES and NBEG when coding New York City Human Resources Administration (NYC HRA) Employment cases. All such cases should now be set up with the appropriate Income Support Center /Job Center in the primary Agency Field without need to reference either NOES or NBEG in the secondary agency field.

The Income Support Center/Job Center has long been responsible for complying with aid status, preparation for the hearing, presentation of the case at the time of the hearing, and compliance with the decision after fair hearing. The use of NOES/NBEG on the OTDA-1891, Request for Hearing, was being continued at the request of HRA, although these entities no longer exist. We have been informed by HRA that they no longer require this secondary notification.

If there are any questions with respect to this transmittal, you may contact your supervisor or Sue Fiehl at (518) 473-4779 or via email 90J029@dfa.state.ny.us.



Mark Lacivita, Director of Administration
Office of Administrative Hearings