Office of Administrative Hearings (OAH)	Transmittal Number: 99-08
Procedures Transmittal	Date: March 24, 1999
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Distribution:	
ALB OAH Staff [x] UPS ALJs/ [ ] Upstate LDSS [ ] SUP ALJs [ ]	Subject: Richmond JOB Center Notices (ISC 99)
NYC OAH Staff [x] NYC ALJs/ [x] NYC Agencies [x] SUP ALJs [x] HRA/NOES Only	

Effective February 16, 1999, the Richmond JOB Center (ISC 99) will be the responsible agency for Center 99 employment-related sanctions. However, the Office of Employment Services has requested notification of these hearing requests and should, therefore, be included as the secondary agency, as follows:

Agency:	N099/NOES
Category:	HR or ADC
Subcategory:	None
Issue Code:	Any employment-related sanction
Action:	DISC, REDU, INAD, or DEN

A copy of the notice is attached. As you can see, the top left-hand corner of the notice refers to "Richmond JOB Center" instead of "Office of Employment Services" and "99" appears in the IM Center field.

In processing requests pursuant to these notices, non-employment issues can be included in addition to all employment-related issues. The hearings will be scheduled at our New York City Regional Office at 80 Centre Street. Any questions can be directed to your supervisor or you may contact Sue Fiehl at (518) 473-4779 or via email 90j029.

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Mark Lacivita, Director of Administration
Office of Administrative Hearings

Attach.