Office of Administrative Hearings (OAH)	Transmittal Number: 95-36
Procedures Transmittal	Date: October 3, 1995
Distribution:	
ALB OAH Staff [X] UPS ALJs/ [X] SUP ALJs [X] Upstate LDSS [ ]	Subject: Eliminating Certain Subcategories
NYC OAH Staff [X] NYC ALJs/ [ ] SUP ALJs [ ] NYC Agencies [X] (HRA,NOES,DAYC, NOHC Only)	

Effective October 2, 1995, it is no longer necessary for Communications Intake Unit staff to utilize the following subcategories:

OES2
DAYC
OHC
SPO3

The Fair Hearing Information System has been reprogrammed to allow proper notification and scheduling based upon the agency fields NOES, NDAY, and NOHC. All issues previously subcategorized as SPO3 will now be subcategorized SPO2, as explained in Transmittal Number 95-35.

If you have any questions, please contact Lisa Hauth at (518) 474-2453 or via e-mail 89a110. Intake staff should refer to the recently revised Desk Reference page replacements or consult with your supervisor.

Mark Lacivita, Director of Administration
Office of Administrative Hearings