

Rick Scott
GOVERNOR

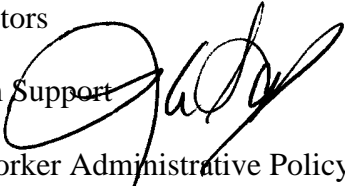


Cissy Proctor
EXECUTIVE DIRECTOR

MEMORANDUM

DATE: February 3, 2017

TO: Local Workforce Development Board Executive Directors

FROM: Lois A. Scott, Chief, Bureau of One-Stop and Program Support 

SUBJECT: Revised Wagner-Peyser Migrant and Seasonal Farmworker Administrative Policy and Forms

Administrative Policy number 03-040 titled “[Wagner-Peyser Migrant and Seasonal Farmworker and Agricultural Employer Services Procedures](#)” has been revised to reflect updated federal regulations that went into effect October 18, 2016. This Administrative Policy is available on the Department of Economic Opportunity’s website and becomes effective immediately. Please be advised that this document contains policies that apply to all local workforce development boards and career centers, not just those designated as significant Migrant and Seasonal Farmworker (MSFW) centers.

The following MSFW forms have also been revised and/or updated:

- [MSFW Desk Aid](#)
- DEO-511N in [English](#), [Spanish](#) and [Creole](#)

These forms are available on the DEO website. Please share this memorandum with your local career center staff. The new forms should be used immediately.

If you have any questions regarding this memorandum, please contact Marisela Ruiz at (850) 921-3207 or via email at Marisela.Ruiz@deo.myflorida.com.

LAS/omr

cc: Tom Clendenning
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