



MEMORANDUM

DATE: April 17, 2019
TO: Local Workforce Development Board Executive Directors
FROM: Shila A. Salem, Chief, Bureau of One-Stop and Program Support *Shila A. Salem*
SUBJECT: Trade Adjustment Assistance TR0 and TA1 Employ Florida Service Code Changes

The purpose of this memorandum is to provide notification to Local Workforce Development Boards regarding changes in how Local Trade Adjustment Assistance (TAA) Coordinators must record service codes TR0 (Eligibility Review “Local TAA Coordinator Use”) and TA1 (TAA - Approved for TAA Training) under the Employ Florida TAA program application. These changes are intended to ensure the Trade Adjustment Assistance Data Integrity (TAADI) report captures accurate TAA participant information and to prevent TAA participant program applications from closing prior to the participant enrolling in training.

To support these changes, the following modifications in service code reporting for TR0 and TA1 are effective immediately:

- Local TAA Coordinators must ensure the TR0 service code is recorded with a projected end date that matches the TAA participant’s deadline to apply for Trade Readjustment Allowance (TRA), which is 26 weeks from the petition certification date or layoff date, whichever is later. All other reporting requirements remain in effect for service code TR0 as outlined in Department of Economic Opportunity (DEO) memorandum: [New Trade Adjustment Assistance \(TAA\) Process and Employ Florida Codes](#), dated June 1, 2017.
- The TA1 service code has been eliminated and is no longer required to be reported when training is approved.
 - As a replacement for the TA1 service code, Local TAA Coordinators must record the approval of training by entering the appropriate training service code (listed in the chart below) the same date as the approval of TAA-funded training. When entering the appropriate training service code, Local TAA Coordinators must record a projected begin date (the first date of training) and the projected end date (the last date of training), as indicated by the TAA participant on the training application or included on training provider documentation.

Service Code	Service Code Description
333	TAA - Approved Customized Training
334	TAA - Approved Occupational Skills Training
335	TAA - Approved Remedial Training

336	TAA - Approved ESOL Required Only
337	TAA - Prerequisite Training
338	TAA - Apprenticeship Training
341	TAA - Occupational Skills Training - Non Approv Provider

Please refer to the [DEO Employ Florida Service Code Guide](#) for complete definitions of the above-referenced service codes.

If you have any questions, please contact Steven Gustafson at (850) 245-7477 or via email at TAA@deo.myflorida.com.

SAS/skg

cc: Keantha B. Moore
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