

# Oklahoma Employment Security Commission



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July 30, 2004

## OKLAHOMA EMPLOYMENT AND TRAINING ISSUANCE #11-2004

To: EO Officers

From: Barbara Williams  
State Designated Equal Opportunity (EO) Officer

Subject: Workforce Investment Act (WIA) Section 188 Disability Self-Assessment Tool

**Purpose:** This is to request that all WIA agencies and state Workforce agencies complete and submit the enclosed WIA Section 188 Disability Self-Assessment Tool by **August 18, 2004** to the State Designated EO Officer. The State EO Officer will forward the submission to the U. S. Department of Labor's Civil Rights Center (CRC).

**Background:** The CRC periodically conducts reviews of recipients of financial assistance from the Department of Labor to assess implementation of equal opportunity and nondiscrimination laws and regulations. As a part of this effort, the CRC is conducting an assessment of the degree of your, compliance with applicable Federal disability requirements.

The CRC, DOL Office of Disability Employment Policy (ODEP), and DOL Employment and Training Administration (ETA) developed a WIA Section 188 disability checklist as a tool that could be used to measure and ensure nondiscrimination and equal opportunity to persons with disabilities participating in programs and activities within the WIA One-Stop Career System. The Checklist identifies the Federal requirements relating to serving persons with disabilities and has been distributed to all states.

The self assessment tool, as adapted from the WIA Section 188 Disability Checklist, provides a structure for measuring your implementation of the provisions set forth in Section 188 of the Workforce Investment Act and the implementing regulations (29 CFR Part 37) pertaining to persons with disabilities and 29 CFR Part 32 which implements Section 504 of the Rehabilitation Act. A copy of the Microsoft Word template is enclosed for you to complete.

**Action Required:** State Workforce Investment Act agencies and State Workforce agencies are requested to complete the monitoring tool for their state and its **largest Local Workforce Investment Area (LWIA)**.

The enclosed WIA Section 188 Disability Self Assessment Tool is to be used to record and report the results of your implementation. Your completed assessment is to be submitted by mail to:

Barbara Williams, State Designated EO Officer  
Oklahoma Employment Security Commission  
P. O. Box 52003 -2003  
Oklahoma City, OK 73152-2003

Contact Person: Barbara Williams, State Designated EO Officer, 405/557-7255, Will Rogers Building, Room 511-10, Phone: 405/557-7255 and Fax: 405/557-7174

Rescissions: None

Enclosure