

# Mass Workforce Issuance

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**Workforce Issuance No. 06-26**

Policy  Information

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**To:** Chief Elected Officials  
Workforce Investment Board Chairs  
Workforce Investment Board Directors  
Title I Administrators  
Career Center Directors  
Title I Fiscal Officers  
DCS Associate Directors  
DCS Field Managers

**cc:** WIA State Partners

**From:** Susan V. Lawler, Director  
Division of Career Services

**Date:** May 15, 2006

**Subject:** Data Validation Report for Fiscal Year 2006

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**Purpose:** To distribute to Local Workforce Investment Boards, One-Stop Career Center Operators and local workforce investment partners the Fiscal Year 2006 Data Validation Report. The full report can be found in the Data Validation Report Attachment (attached file).

**Background:** In Fiscal Year 2004 (FY04) the United States Department of Labor (USDOL) Employment and Training Administration (ETA) initiated a nationwide data validation initiative to improve and assure the accuracy of the individual data elements as entered at the local area level as well as the accuracy of the aggregate WIA and Trade program activity and performance outcome data reported by states to USDOL. Under the initiative, the Commonwealth, along with all other states, is required to assure report accuracy by reviewing a sampling of participant records against actual source documentation to ensure compliance with all Federal program reporting requirements.

DCS has completed its FY06 review and published its findings in the attached report. The report describes the process followed in conducting the FY06 data validation review and discusses the findings by the following funding sources:

- WIA Adult
- WIA Dislocated Worker
- WIA Older Youth
- WIA Younger Youth
- Trade

The findings are also discussed for the following reporting items:

- Date of Birth
- Date of Dislocation
- Education Status
- Additional Assistance
- Basic Literacy Deficient
- Youth Placement Info
- Youth Retention Info
- Follow-up

The report offers specific suggestions to local areas regarding actions that may be considered to improve the integrity of program data entry by local providers to assure the accuracy of program reports submitted to USDOL.

**Action**

**Required:** Please review the attached findings to determine what measures may be implemented at the local level to assure the integrity and accuracy of program and performance data.

**Inquiries:** Please direct all inquiries to Howard Frim at [HFrim@detma.org](mailto:HFrim@detma.org).