

## Workforce Issuance

| 100 DCS 18.109 | <b>☑</b> Policy | ☐ Information |
|----------------|-----------------|---------------|
|                |                 |               |

**To**: MassHire Workforce Board Chairs

MassHire Workforce Board Directors MassHire Career Center Directors

MassHire Fiscal Officers
MDCS Operations Managers

cc: WIOA State Partners

**From:** Diane Hurley, Acting Director

MassHire Department of Career Services

**Date:** January 16, 2025

Subject: Selective Service Compliance Verification and Related Data Entry in MOSES

**Purpose:** To provide new guidance to MassHire Workforce Boards, MassHire Career

Center Operators and other workforce partners related to verifying Selective Service compliance for all MassHire customers seeking enrollment into WIOA

Title I services and related data entry requirements in MOSES.

**Background:** All individuals designated male at birth born on or after January 1, 1960 must

present documentation of compliance with Selective Service registration requirements prior to enrollment in WIOA Title I services. This includes individuals designated male at birth that have had sex reassignment surgery. Individuals designated male at birth are required to register with the Selective

Service registration within 30 days of their 18<sup>th</sup> birthday.

Individuals designated male at birth that are 26 years of age or older and have not registered for Selective Service or cannot provide documentation of registration must obtain a Status Information Letter from Selective Service indicating whether registration was required. The Status Information Letter can be found here: https://www.sss.gov/status-information-letter-sil/

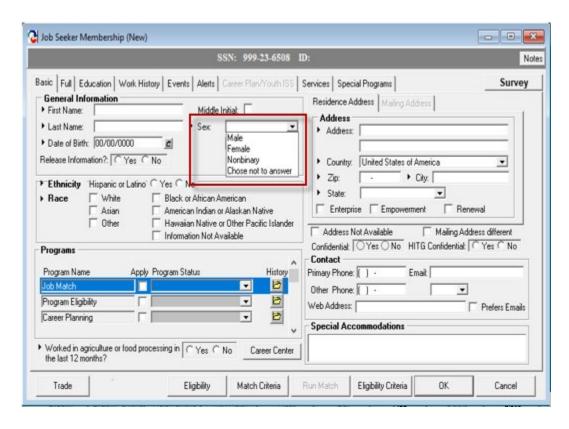
Please note Selective Service registration requirements apply only to WIOA Title I enrollment, therefore do not apply to basic career services or services authorized by Wagner-Peyser Act, Title III.

## **Policy:**

In all cases, compliance with Selective Service registration requirements must be verified for all customers seeking enrollment into WIOA Title I services as well as any program that requires compliance with Selective Service.

The Department of Labor requires data collection of an individual's "Sex", i.e., Male, Female, or Chose not to answer. To meet this Federal requirement the "Gender" field in MOSES has been changed to the "Sex" field. For general information purposes customers will identify their "Sex." The Sex field in MOSES contains the following options, Male, Female, Nonbinary<sup>i</sup>, or Chose not to answer.

See MOSES Version 37.0 screen shot of options a customer can choose to identify their "Sex."

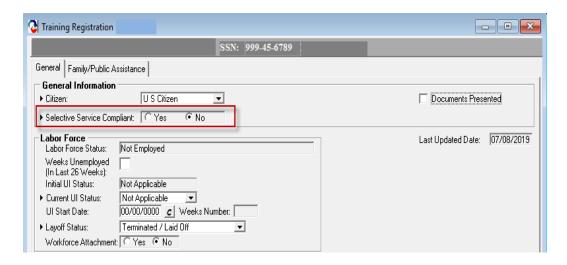


The functionality in MOSES no longer automatically qualifies an individual to be Selective Service compliant when the Female box is checked off. Similarly, the functionality in MOSES does not automatically qualify an individual to be Selective Service compliant based on their age.

At the time of eligibility determination for WIOA Title I services MassHire staff must verify Selective Service compliance for all customers regardless of stated sex and age. Please refer to Attachment F: Eligibility Documentation in 100 DCS 18.101.6: Eligibility Requirements for WIOA Title I Adult and Dislocated Worker Program for allowable source documentation to verify Selective Service compliance.

Staff must check "Yes" in the Selective Service Compliant box on the Eligibility tab in MOSES only when Selective Service compliance has been verified.

See MOSES screen shot of Selective Service Compliant check box.



## Action

**Required:** Please ensure that all managers and appropriate staff are familiar with the

content of this policy.

**Effective:** Immediately

**Inquiries:** Please email questions to <a href="PolicyQ&A@mass.gov.">PolicyQ&A@mass.gov.</a>

References: WIOA Section 189 (h)

Selective Service System

**Human Rights Campaign, Glossary of Terms** 

<sup>&</sup>lt;sup>1</sup> Nonbinary describes a person who does not identify exclusively as a man or a woman. Non-binary people may identify as being both a man and a woman, somewhere in between, or as falling completely outside these categories. While many also identify as transgender, not all non-binary people do.