

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION ETA-Performance Accountability System
	CORRESPONDENCE SYMBOL OWI - PROTECH
	DATE August 13, 2007

TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 17-05 Change 1

TO: ALL STATE WORKFORCE AGENCIES
 ALL STATE WORKFORCE LIAISONS
 ALL STATE TRADE COORDINATORS

FROM: EMILY STOVER DeROCCO /s/
 Assistant Secretary

SUBJECT: Common Measures Policy for the Employment and Training
 Administration's (ETA) Performance Accountability System and Related
 Performance

- Purpose.** The intent of this guidance is to further clarify the application of the literacy/numeracy measure, initially provided in Attachment C, Educational Functional Level Descriptors, in Training and Employment Guidance Letter (TEGL) 17-05, issued February 17, 2006. This change TEGL only addresses specific reporting changes for the Youth literacy/numeracy measure.
- References.** President's Management Agenda, <http://www.whitehouse.gov/omb/budget/fy2002/mgmt.pdf> Director's Memorandum M-02-06, <http://www.whitehouse.gov/omb/budintegration/common.html>; and the Workforce Investment Act Title 1 B Standardized Record Data (WIASRD) layout, see page 101, http://www.doleta.gov/performance/Reporting/docs/WIA6_2/DRVS%20WIA%20Users%20Guide.pdf
- Background.** ETA published TEGL 17-05 on February 17, 2006. TEGL 17-05 includes guidance on the literacy/numeracy measure for youth participants. This change TEGL provides additional clarification on the measure, to be consistent with guidance from the Department of Education.

RESCISSIONS TEGL 7-99; TEGL 6-00; TEGL 6-00 change 1; TEGL 28-04	EXPIRATION DATE Continuing
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4. **Revisions.** This change TEGL updates TEGL 17-05 to revise the Educational Functioning Level descriptors (EFL) table (Attachment A) from the Department of Education. ETA is implementing the revised EFL definitions for PY07, effective July 1, 2007. In addition, this change TEGL provides a new table that illustrates the difference between the new and old EFL tables (Attachment B) and includes the literacy/numeracy specifications table (Attachment C) with a column that helps to further clarify the specifications. There is also a new Workforce Investment Act Standardized Record Data (WIASRD) record layout for the literacy/numeracy specification (Attachment D, Section 3), which incorporates the changes. Finally, there is now a third option for Element 701, Category of Assessment, which will allow states to choose both Adult Basic Education (ABE) and English-As-A-Second-Language (ESL).

5. **Action Required.** These modifications to ETA's Youth performance accountability system are effective July 1, 2007. Please make this information available to appropriate program and technical staff.

6. **Attachments.**
Attachment A: REVISED Educational Functioning Level (EFL) Descriptors Levels (effective July 1, 2007)
Attachment B: EFL Crosswalk
Attachment C: REVISED Literacy/Numeracy Specifications
Attachment D: WIASRD Literacy/Numeracy Excerpt