



DEPARTMENT OF LABOR, LICENSING AND REGULATION

Division of Workforce Development and Adult Learning
1100 North Eutaw Street, Room 209
Baltimore, MD 21201

WORKFORCE INVESTMENT FIELD INSTRUCTION (WIFI) No. 10-12

DATE: March 1, 2013

TO: Labor Exchange Administrators
Trade Act State Merit Staff
Workforce Investment Area Directors

SUBJECT: Selective Service Registration for TRADE Act eligible customers

PURPOSE: To provide clarification and guidance on the enrollment of TRADE Act eligible customers in the Maryland Workforce Exchange.

BACKGROUND: The Trade Act of 1974, unlike WIA, does not require Selective Service Registration. The Trade Act was passed in the period between the end of the mandatory draft and the enactment of the new Selective Service Registration requirement. Subsequent amendments to the Trade Act have not incorporated the WIA requirement for Selective Service registration.

Please be advised, however, that when Trade Act eligible customers are co-enrolled in WIA programs the Selective Service Registration requirement must be met as a condition of program eligibility. Local areas must implement operational policies that ensure customers accessing these services meet these eligibility criteria.

There is an additional subgroup under both WIA and TAA for which the Selective Service requirement does not apply at all. This covers "Men born between March 29, 1957 and December 31, 1959." These individuals did not have to apply for Selective Service Registration as there was no mechanism to do so at the time these men turned 18 – the period between the end of the draft and the new requirements.

ACTION REQUIRED: Currently, the MWE VOS system is set to require that males born after December 31, 1959 to prove registration in Selective Service to be eligible for the TRADE program. This is not a true requirement of the TRADE program.

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Until this programming error is fixed, in order not to delay eligible TAA customers from receiving benefits the following procedures must be followed:

1. Answer "Have you registered with the Selective Service?" with "Yes"
2. For its "Verify" select "**Internet Verification/Registration** (<http://www.sss.gov>)"
3. **Add a new Case Note** that reads, as follows – **Selective Service registration answered with "Yes", but is not required for the TAA program. Will be corrected after the flag on this field is removed.**

This will allow staff to enroll all individuals in TAA who would otherwise qualify for funding and benefits under that program title.

**CONTACT
PERSON:**

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EFFECTIVE: Immediately



Ellen Flowers-Fields,
Deputy Assistant Secretary
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