

**CATAWBA WIA INSTRUCTION PY05-001**

**TO:** All PY'05 WIA Grantees

**SUBJECT:** VOS Procedures Manual, Section 10, Objective Assessment/IEP

**ISSUANCE DATE:** July 19, 2005

**EFFECTIVE DATE:** Immediately

**EXPIRATION DATE:** Indefinite

Enclosed is a copy of Section 10 of the VOS Procedures Manual. Section 10-A contains information and instructions for the Objective Assessment component in VOS. The Catawba LWIA is requiring that the Objective Assessment Summary (OAS) be completed in VOS.

Section 10-B contains information and instructions for the IEP component in VOS. The State requires that an IEP be completed in VOS for new participants with WIA Participation (Registration) Dates beginning August 1, 2005. Please review carefully Page 13 for directions on printing, signing, and maintaining hard copies of the IEP.

**INQUIRIES:**

If you have any questions or comments, please call Phyllis Anderson or Robert Barber at 327-9041.

---

Robert A. Barber  
LWIA Administrator