

# **Fresno Regional Workforce Development Board**

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*Blake Konczal, Executive Director*

## **OPERATIONAL DIRECTIVE**

**FRWDB OD # 27-06, Revision D**

**Date Released: October 2, 2019**

**To: All Fresno Regional Workforce Development Board Providers of Services**

**From: Blake Konczal, Executive Director**

**Effective Date: October 2, 2019**

**Subject: AJCC One-Stop Resource Room Guidelines**

**Applicable Program: All**

**Revision History: Initial Release – 9/8/06; Rev B – 10/1/12; Rev C – 5/19/17**

This Revision D the directive for current format and updates form UNI-001, Resource Room Guidelines.

The FRWDB General Services Unit will be responsible for posting the Resource Room Guidelines in a prominent location within each One-Stop.

A copy of the guidelines is to be provided to each One-Stop visitor when they are issued a Passport to the One-Stop system.

One-Stop Center Coordinators must ensure that all One-Stop staff and partner staff are aware of the guidelines, and that a system is in place that facilitates customer compliance with the attached guidelines.

If any questions, please contact the FRWDB Program Manager.

Form: UNI-001 – Resource Room Guidelines

UNI-001sp – Resource Room Guidelines - Spanish