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Date: January 30, 2003

To: All WIA Youth Contractors, Leads and Joints

From: Ann Giagni, Director
Workforce Development Division *Ann Giagni*

Subject: **WIA DIRECTIVE # 03-24
INFORMATION NEEDED FOR CALIFORNIA STATE
UNIVERSITY NORTHRIDGE (CSUN) YOUTH SYSTEM
EMPLOYER SATISFACTION SURVEY**

Your cooperation is needed in providing CSUN with a complete list of Youth system employers to begin the employer satisfaction survey for July 1, 2002 – December 31, 2002.

Youth Contractors, Lead and Joints, shall submit to CSUN staff by no later than February 7, 2003 a **complete** list of Youth employers for the period July 1, 2002 to the present. This list must include the name, address, and phone numbers for each Youth System employer. Attached for your reference is a Youth Employer Spreadsheet to use for data entry.

As one required measurement of Youth Contractor performance is employer satisfaction, it is in the interest of all Youth Contractors to provide CSUN with **complete** information from which employer satisfaction surveys can then be conducted.

Thank you for your cooperation with this performance management process. Should you have any questions about this process, please contact your WDD Youth System monitor.

AG:RL:MC:JO:KM

H:\mailbox\kevin\CSUN directive youth employer survey

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AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER