

From: Beverly, John - ETA

Sent: Wednesday, January 23, 2008 3:12 PM

Dear Colleagues:

Three “second-round” amendment proposals to the Wage Record Interchange System (WRIS) Data Sharing Agreement (the Agreement) have been approved to be incorporated as official amendments to the Agreement in accordance with the amendment process detailed in Section IX of the Agreement. During the final 30-day comment period that closed on January 7, 2008, the Employment and Training Administration (ETA) received no objections - either in writing, or during the December 18, 2007 conference call - to the proposed dispositions recommending adoption of the three amendment proposals (the proposed dispositions were sent to the parties to the Agreement on December 6, 2007). As such, the amendments and a technical correction to the Agreement are now ready for ratification.

Action Required for Ratification

Authorized officials from each state’s State Unemployment Insurance Agency (SUIA) and Performance Accountability and Customer Information Agencies (PACIA) should sign **each** of the three amendments and the technical correction in the attachment, and return the signed documents to ETA at:

WRIS Administration

Attn.: Ms. Karen A. Staha

Room: S-5206

Office of Performance and Technology

US Department of Labor/ETA

200 Constitution Avenue, NW

Washington, DC 20210

Please return the signed amendments and technical correction no later than Monday, February 11, 2008. Once ETA has received the signed amendments from all the state members, ETA will sign all the amendments on the same date, which will become the date that the amendments are officially adopted and become part of the Agreement. As there are several states awaiting the adoption of these amendments to allow them to become a party to the Agreement, ETA would appreciate your support in moving the ratification process to conclusion by signing the amendments as soon as possible.

ETA will notify all signatories by e-mail of the date on which the amendments are officially effective, and will return to each state a fully signed copy of the documents.

Please note that the signatures on these amendments and technical correction will officially incorporate them into the Agreement your state has already signed. It will not be necessary to re-sign the Agreement, as the original with the signed amendments holds the same force and effect as a signed Agreement that has the amendment language incorporated directly into it. ETA will post a copy of the Agreement, with the language from the three amendments and technical correction incorporated, on the WRIS web page (<http://www.doleta.gov/performance/WRIS.cfm>) once all signatures have been received should you need to refer to an all-inclusive document in the future.

If you have any questions about the amendments or technical correction, or the WRIS in general, please do not hesitate to contact me (202-693-3502, Beverly.John@dol.gov), Ms. Karen Staha, (202-693-2917, Staha.Karen@dol.gov), or Mr. Greg Hitchcock, (202-693-3631, Hitchcock.Greg@dol.gov). You may also contact your ETA regional office for assistance.

Sincerely,

JOHN R. BEVERLY, III
Administrator
Office of Performance and Technology
Employment and Training Administration
U.S. Department of Labor

Amendments and Technical Correction to the Wage Record Interchange System (WRIS) Data Sharing Agreement for State Signature

Signature Instructions:

An authorized official from each of the Performance Accountability and Customer Information Agencies (PACIA) and the State Unemployment Insurance Agency (SUIA) of a State that signed the WRIS Data Sharing Agreement with the Employment and Training Administration (ETA) must sign each of the attached amendments and the technical correction.

For states where only one PACIA is designated, the second PACIA signature line should be left blank.

The same official may execute the amendments and technical correction on behalf of both the PACIA and the SUIA in the signature area identified for each, if the signatory is in a position in the state agency where he or she is authorized to sign on behalf of the designated PACIA and SUIA.

**Wage Record Interchange System (WRIS)
Data Sharing Agreement Amendment**

Amendment Number: 07

Reference: New Section V. (WRIS Governance) inserted between the existing Section IV. Definitions, and existing Section V. Responsibilities of the Parties.

Original Provision:

Not applicable; new Section.

New Provision:

Insert the new Section V. WRIS Governance (below), directly following the existing Section IV. All of the existing subsequent Sections of the Data Sharing Agreement are renumbered according, beginning with the Responsibilities of the Parties Section, which is now Section VI. References to the existing specific Sections within the text of the Data Sharing Agreement are also updated to conform to the renumbering.

Section V. WRIS Governance

A WRIS Advisory Group will be established to provide a venue for communication, discussion of WRIS operations, recommendations for improvement, and other WRIS-related policy and operational issues.

A. Membership: The Advisory Group shall consist of:

- 1. Signatory states: Each state that is a party to the Agreement may designate up to two (2) representatives, who must be state employees, to represent its state on the Advisory Group.*
- 2. Employment and Training Administration: ETA shall designate one (1) officer or employee representative to the Advisory Group. Additionally, ETA shall provide up to five (5) staff to support the Advisory Group as part of ETA's roles and responsibilities defined in Subsection C below and elsewhere in the Agreement.*
- 3. Operations Contractor: The WRIS Operations Contractor will be invited to participate in the Advisory Group meetings, but will not be an official member of the Advisory Group.*

B. Meetings and Communication:

- 1. The Advisory Group will convene each calendar quarter. Meetings will be held in-person biannually and via conference call during the two calendar quarters an in-person meeting isn't scheduled. In-person meetings will be held in conjunction with other meetings to conserve state travel resources to the extent possible.*

2. *Additional in-person meetings or conference calls may be convened upon the majority concurrence of the Advisory Group.*

C. Roles and Responsibilities:

1. *Signatory States: Shall be active participants in the Advisory Group, and shall provide timely feedback as requested.*

2. *Employment and Training Administration:*

a. *Will provide timely logistical support to the Advisory Group: e.g., notice of meetings, draft agendas, meeting minutes.*

b. *After each meeting or call, ETA shall provide a draft of the meeting report or conference call no later than five (5) business days after the meeting or call. Advisory Group members will have five (5) business days to comment on the draft, or provide their concurrence.*

SIGNATURES

State Unemployment Insurance Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Performance Accountability and Customer Information Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Performance Accountability and Customer Information Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Employment and Training Administration

By: _____ Date: _____

Name (Printed): _____

Title: _____

**Wage Record Interchange System (WRIS)
Data Sharing Agreement Amendment**

Amendment Number: 08

References: Section V. Responsibilities of the Parties, Subsection C, Paragraph 2; Section VII. Confidentiality/Restrictions on Use of Information, Subsection C, Paragraph 2. (Section VI and VIII respectively, following ratification of Amendment 7.)

Original Provision (Section V. Responsibilities of the Parties, Subsection C, Paragraph 2):

2. Facilitating the confidentiality of Wage Data exchanged through the WRIS by obtaining executed WRIS Data Sharing Agreements from participating states, enforcing requirements regarding employee passwords and usernames, revising the WRIS Data Sharing Agreement, monitoring the confidentiality of WRIS data - as part of its regular program reviews, training WRIS staff in confidentiality requirements, and responding to questions and complaints about the confidentiality of WRIS data. ETA shall also notify the participating WRIS states of agreed upon changes to the WRIS Data Sharing Agreement.

Replacement Provision (Section VI. Responsibilities of the Parties, Subsection C, Paragraph 2):

2. Facilitating the confidentiality of Wage Data exchanged through the WRIS by obtaining executed WRIS Data Sharing Agreements from participating states, enforcing requirements regarding employee passwords and usernames, revising the WRIS Data Sharing Agreement *as appropriate, and notifying the participating states of agreed-upon changes to the WRIS Data Sharing Agreement*, training WRIS staff in confidentiality requirements, and responding to questions and complaints about the confidentiality of the *Wage Data exchanged through the WRIS*. *To further ensure the confidentiality of the Wage Data exchanged through the WRIS, ETA shall contract for an outside party to conduct Confidentiality Compliance Reviews to monitor the parties' compliance with the confidentiality requirements of the Agreement and to provide feedback and findings to the subject party on how its processes can be improved to better safeguard the Wage Data as required.*

Original Provision (Section VII. Confidentiality/Restrictions on Use of Information, Subsection C, Paragraph 2):

2. ETA also shall not use any data to which it may have access in accordance with this Agreement, except for the conduct of WRIS evaluations, audits, inspections, and reviews conducted as part of ETA's regular program reviews, unless specifically accessed under the research and evaluation procedures set forth elsewhere in this Agreement. Any reports produced as a result of ETA's program reviews that address compliance with this Agreement shall not contain any references to personally

identifiable information obtained from the WRIS.

Replacement Provision (Section VIII. Confidentiality/Restrictions on Use of Information, Subsection C, Paragraph 2):

2. Any reports produced as a result of *Confidentiality Compliance Reviews conducted by an outside party under a contract with ETA in accordance with VI.C. 2.* shall not contain any references to personally identifiable information obtained from the WRIS.

SIGNATURES

State Unemployment Insurance Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Performance Accountability and Customer Information Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Performance Accountability and Customer Information Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Employment and Training Administration

By: _____ Date: _____

Name (Printed): _____

Title: _____

**Wage Record Interchange System (WRIS)
Data Sharing Agreement Amendment**

Amendment Number: 09

Reference: Section VI. Operation of the WRIS, Subsection C, Paragraph 1 (Section VII following ratification of Amendment 7.)

Original Provision (Section VI. Operation of the WRIS, Subsection C, Paragraph 1):

1. To obtain Wage Data for performance and reporting requirements for state and local programs within the jurisdiction of the Department of Labor, including those authorized under: (i) Title I of the Workforce Investment Act; (ii) Section 403(a)(5) of the Social Security Act (42 USC 603(a)(5)); (iii) Chapter 2 of Title II of the Trade Act of 1974 (19 USC 2271 et seq.); (iv) Wagner-Peyser Act programs, and (v) Chapter 41 of Title 38 of the United States Code;

Replacement Provision (Section VII. Operation of the WRIS, Subsection C, Paragraph 1):

1. To obtain Wage Data for performance and reporting requirements for state and local programs within the jurisdiction of the Department of Labor authorized under: (i) Title I of the Workforce Investment Act; (ii) Section 403(a)(5) of the Social Security Act (42 USC 603(a)(5)); (iii) Chapter 2 of Title II of the Trade Act of 1974 (19 USC 2271 et seq.); (iv) Wagner-Peyser Act programs, and (v) Chapter 41 of Title 38 of the United States Code;

SIGNATURES

State Unemployment Insurance Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Performance Accountability and Customer Information Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Performance Accountability and Customer Information Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Employment and Training Administration

By: _____ Date: _____

Name (Printed): _____

Title: _____

**Wage Record Interchange System (WRIS)
Data Sharing Agreement Technical Correction**

| |
|--|
| Technical Correction |
| Reference: Section IV. Definitions, Subsection G |
| In Section IV. Definitions, Subsection G, the description of “ICON” is corrected by deleting the word “Connections” and adding, in its place, the word “Communications.” |

SIGNATURES

State Unemployment Insurance Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Performance Accountability and Customer Information Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Performance Accountability and Customer Information Agency

By: _____ Date: _____

Name (Printed): _____

Title: _____

Employment and Training Administration

By: _____ Date: _____

Name (Printed): _____

Title: _____