

# SC WORKS

BRINGING EMPLOYERS  
AND JOB SEEKERS TOGETHER

## TRIDENT

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**TO:** Trident Workforce Investment Area Contractors and Staff

**ISSUANCE DATE:** December 14, 2011

**EFFECTIVE DATE:** Immediately

**SUPERSEDES:** N/A

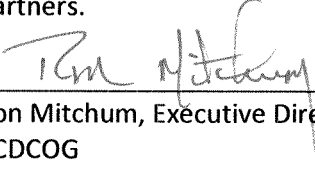
**SUBJECT:** Veterans and Eligible Persons Job Referral Priority

**PURPOSE:** To provide guidance in adhering to State instruction letter 11-09.

**POLICY:** To carry out the intent of the state issued instruction letter 11-09 and to inform all SC Works Centers of the requirement to provide Veterans with a 24-hour period of priority in job referrals for all staff and employers-entered job orders in SC Works Online Services (SCWOS).

**PROCEDURES:**


As outlined in the State Instruction Letter 11-09, effective immediately all SCWOS staff and employer-entered job orders will remain in a hold status for the exclusive referral of qualified veterans and eligible persons for a 24-hour period. The SCWOS system will automatically lift the hold after 24 hours. This information should be distributed to all SC Works Centers staff and partners.

  
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Ron Mitchum, Executive Director  
BCDCOG

December 14, 2011  
Date

## MEMORANDUM

**TO:** Cassandra Jamison, Ellen Ward and Seth Duncan

**FROM:** Ron Mitchum, Executive Director   
Berkeley-Charleston-Dorchester Council of Government

**SUBJECT:** Veterans and Eligible Persons Job Referral Priority Letter No. 11-09

**DATE:** November 17, 2011

Please find attached SC Works Trident Policy, Procedures, and State Instruction Letter number 11-09.

Please address this instruction letter with staff at your next staff meeting or training event. Remind staff that the policies, procedures and instruction letters are located on the intranet under the resources tab and under the WIA policies. In addition, please inform staff that training is available if needed.

If you have further questions, please do not hesitate to contact me.

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Nikki R. Haley  
Governor

Abraham J. Turner  
Executive Director

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**STATE INSTRUCTION NUMBER:** 11-09

**TO:** SC WORKS Centers

**SUBJECT:** Veterans and Eligible Persons Job Referral Priority

**ISSUANCE DATE:** November 16, 2011

**EFFECTIVE DATE:** Immediately

**PURPOSE:** To inform staff in all SC WORKS Centers of the requirement to provide Veterans with a 24-hour period of priority in job referrals to all staff-entered and employer-entered job orders in SC WORKS Online Services (SCWOS).

**REFERENCES:** United States Code, Title 38, Chapter 41

**BACKGROUND:** Federal law requires that veterans and eligible persons receive priority in job referrals. Alleviating unemployment and underemployment among veterans is a national responsibility. Therefore, all qualified veterans and eligible persons will have the opportunity to view and receive referrals to staff-entered and employer-entered job openings prior to non-veterans.

**DEFINITIONS:** The two groups of job seekers entitled to priority in job referrals are defined below.

- The term "veteran" means a person who - (A) served on active duty for a period of more than 180 days and was discharged or released therefrom with other than a dishonorable discharge; (B) was discharged or released from active duty because of a service-connected disability; (C) as a member of a reserve component under an order to active duty pursuant to section 12301(a), (d), or (g), 12302, or 12304 of title 10, served on active duty during a period of war or in a campaign or expedition for which a campaign badge is authorized and was discharged or released from such duty with other than a dishonorable discharge; or (D) was discharged or released from active duty by reason of a sole survivorship discharge (as that term is defined in section 1174(i) of title 10).
- The term "eligible person" means (A) the spouse of any person who died of a service-connected disability, (B) the spouse of any member of the Armed Forces serving on active duty who, at the time of application for assistance under this chapter, is listed,

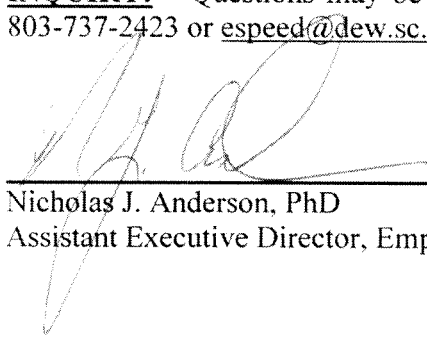
*"Putting South Carolinians Back to Work"*

pursuant to section 556 of title 37 and regulations issued there under, by the Secretary concerned in one or more of the following categories and has been so listed for a total of more than 90 days: missing in action, captured in the line of duty by a hostile force, or forcibly detained or interned in line of duty by a foreign government or power, or (C) the spouse of any person who has a total disability permanent in nature resulting from a service-connected disability or the spouse of a veteran who died while a disability so evaluated was in existence.

**ACTION:** All SCWOS staff-entered and employer-entered job orders will remain in a hold status for the exclusive referral of qualified veterans and eligible persons for a 24-hour period following entry. SCWOS will automatically lift the “Vet Hold” status after 24 hours. In this case “24 hours” means one contiguous business day. Therefore, if a job order is entered at 1:00 pm, Monday, the “Vet Hold” will **not** be lifted at 1:00 pm, Tuesday. It will be lifted at 12:01 am Wednesday. Staff will no longer have the capability of manually lifting the “Vet Hold” status.

It is imperative that this policy, and the rationale behind it, be communicated to the business community who choose to list their positions with us. The reinforcement of this policy is an acknowledgement of the sacrifices of the men and women who served in the United States armed forces.

**INQUIRY:** Questions may be directed to Eugene Speed, Director of Veteran’s Services, at 803-737-2423 or [espeed@dew.sc.gov](mailto:espeed@dew.sc.gov).



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Nicholas J. Anderson, PhD  
Assistant Executive Director, Employment & Training