

CHANGE NOTICE FOR MANUAL

DATE: August 14, 2013
MANUAL: Refugee Assistance Program Manual
TO: County Directors of Social Services

CHANGE NO.: 1-2013 **Date:** August 14, 2013

EFFECTIVE DATE: Upon Receipt

I. BACKGROUND

The purpose of this change notice is to update the following Appendices:

- Appendix A - Local Affiliate Offices for National Voluntary Agencies
- Appendix B - NC Refugee Service Providers

The following forms have also been updated and are available at:

<http://info.dhhs.state.nc.us/olm/forms/forms.aspx?dc=dss>

- DSS-6232-ia, NC Refugee Assistance Program Employability Plan
- DSS-6232sp-ia, NC Refugee Assistance Program Employability Plan - Spanish

II. INSTRUCTIONS FOR MAINTENANCE OF THE REFUGEE ASSISTANCE PROGRAM MANUAL

To maintain your current hard copy of the Refugee Assistance Program Manual:

1. Go to the DSS On-Line Manuals Change Notice website at <http://info.dhhs.state.nc.us/olm/manuals/dss/ei-80/chg/>
2. Click on Change No. 1-2013 Date August 14, 2013.
3. Click on the attachment links at the bottom of the page to print the changed sections.
4. Open the files using Adobe Acrobat Reader and print the pages. Insert or replace the appropriate pages in your current hard copy as indicated below.

Note: Adobe Reader may be downloaded for free at <http://www.adobe.com>

To update your current copy of the manual:

Remove			Insert	
Section	Pages		Section	Pages
Appendix A	ALL		Appendix A	1 - 2
Appendix B	ALL		Appendix B	1 - 4

If you have any questions regarding this information, please contact Marlene Myers at (919) 527-6304 or by email at marlene.myers@dhhs.nc.gov.

Sincerely,



David Locklear, Assistant Chief
Economic and Family Services Section

DS/ga

[Appendix A](#)
[Appendix B](#)