

CHANGE NOTICE FOR MANUAL

DATE: December 19, 2002

MANUAL: Energy Manual

CHANGE NO: 1-2003

TO: County Directors of Social Services

EFFECTIVE February 1, 2003, make the following changes to the Energy Manual.

I. BACKGROUND

In accordance with Section 404 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, Public Law 104-193 as amended September 28, 2000 (65 FR 58301), aliens known to be living in the U.S. unlawfully must be reported to the Immigration and Naturalization Service.

Counties are required to report households served with funds from the CP&L Project Share Program and the Wake Electric Round-Up Program.

II. SPECIFIC CHANGES

A. Section 320, United States Citizenship

This section clarifies procedures for verification and documentation of citizenship and adds new policy, criteria, and instructions for reporting aliens who are residing in the U.S. unlawfully.

B. Section 920.01, County Reporting Requirements

This section adds new policy for reporting the number of households served in the CP&L Project Share Program during the State Fiscal year.

C. Section 925.01, County Reporting Requirements

This section adds new policy for reporting the number of households served in the Wake Electric Round-Up Program during the State Fiscal year.

III. IMPLEMENTATION INSTRUCTIONS

This change is effective February 1, 2003.

IV. INSTRUCTIONS FOR MAINTENANCE OF THE ENERGY MANUAL

<u>REMOVE</u>		<u>INSERT</u>	
<u>Section</u>	<u>Pages</u>	<u>Section</u>	<u>Pages</u>
EP-320	1-2	EP-320	1-2, 11
EP-920	1-2	EP-920	1-4
			Figure 920-2
EP-925	1-2	EP-925	1-2
			Figure 925-2

If you have questions, please contact your Program Integrity Representative.

Sincerely,

Wilbert R. Morris, Chief
Economic Independence Section

AMS/jg
Attachments
[EPs320](#)
[EPs920](#)
[EPs920f2](#)
[EPs925](#)
[EPs925f2](#)