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 | INFORMATIONAL LETTER |
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TRANSMITTAL: 93 INF-46

TO: Commissioners of
 Social Services

DIVISION: Economic
 Security

DATE: November 4, 1993

SUBJECT: Introduction of "PA and FS Citizenship/Alien Status
 Desk Aid" (DSS-4404)

SUGGESTED

DISTRIBUTION: Income Maintenance Directors
 Food Stamp Directors
 WMS Coordinators
 Staff Development Coordinators
 Forms Coordinators

CONTACT PERSON: Maria Eckhardt
 1-800-342-3715, extension 4-6501.

ATTACHMENTS: Attachment I - "PA and FS Citizenship/Alien Status
 Desk Aid" (DSS-4404)
 (not available on-line).

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
				PASB XXIII-C-all	
				FSSB V-B-3-all	

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The purpose of this release is to introduce the new DSS-4404: "PA and FS Citizenship/Alien Status Desk Aid" (copy attached).

This Desk Aid was developed in response to local district requests for a reference tool to help in sorting through the complexities of determining status and eligibility for citizens and non-citizens.

The new Desk Aid should be delivered to the Albany and NYC/HRA Warehouses in November 1993, and districts will automatically receive initial supplies of these forms.

Future requests for the DSS-4404 should be submitted on Form WMS-47 (Rev. 09/89): "WMS Order Form" and should be sent to:

New York State Department of Social Services
Welfare Management System
P.O. Box 1990
Albany, New York 12201
Attention: Office of Systems Development

Questions concerning ordering forms should be directed to the Office of Systems Development (OSD) by calling 1-800-342-3715, extension 6-6223.

Oscar R. Best, Jr.
Deputy Commissioner
Division of Economic Security