

OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE

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| LOCAL COMMISSIONERS MEMORANDUM |
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OTDA-4037EL (Rev. 11/98)

Transmittal No: 99 LCM-13

Date: July 13, 1999

Division: Commissioner's
Office

TO: Local District Commissioners

SUBJECT: Local District Year 2000 Contingency Plan Survey

ATTACHMENTS: Year 2000 Contingency Plan Survey Form

This survey is being sent to all 58 local social services districts as part of our commitment to ensure that the needs of New York's citizens will be met in the event of Year 2000 (Y2K) technological and systems problems that could potentially occur around January 1, 2000. The survey is very brief and is simply designed to let us know if your agency has formulated contingency plans that will allow you to deliver critical services in the event of such problems.

We would appreciate it if you would take a few moments to complete the survey and FAX (518) 473-9601 or e-mail (az0620) your response to John Thompson, NYS OTDA / PSQI, 40 North Pearl St., 12-A, Albany, NY 12243 by July 21, 1999.

If you have any questions, please call John Thompson at (518) 473-8623. Thank you.

Brian J. Wing
Commissioner
Office of Temporary & Disability Assistance