

GENERAL INFORMATION SYSTEM
Center for Employment & Economic Supports

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TO: Commissioners, Employment Coordinators, TA Directors, FS Directors, WMS Coordinators, BICS Coordinators

FROM: Acting Deputy Commissioner Phyllis Morris

SUBJECT: Discontinuance of WRTS Production Reports (listed below)

EFFECTIVE DATE: February 16, 2012

CONTACT PERSON: Employment Services Advisor or Employment and Advancement Services Bureau at 518-486-6106

The following WRTS production reports will no longer be available after the January 2012 reports have been transmitted during the middle of February 2012. These reports will no longer be transmitted via BICS as each of these reports has been replaced by a Cognos report which is available by accessing the Cognos Reports site using the following link <http://cognos.otda.state.ny.net/COGNOS8/> under the Employment Programs Reports link.

Report Number	Report Title	Cognos Report Name	Report Location
WINR8125	Active Individuals Enrolled	Participation and Engagement Status Report	Current Reports
WINR9470	Entries to Employment from Previous Enrolled Activity (Preliminary and Final)	Entries to Unsubsidized Employment District Summary Report	Monthly Reports
WINR9475	Employability Code	Monthly Employability Code Summary Report	Monthly Reports
WINR 9476	FS Employability Code	Food Stamp Employability Code Summary	FSET
WINR9441	Food Stamp Activity Report	Food Stamp Employment and Training Activity Report	FSET

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WINR8124	Active Cases Receiving Federally Subsidized Childcare	This report is discontinued	Not Applicable
WINR9444	Food Stamp Activity Report	This report is discontinued	Not Applicable

The Cognos Connection site can be accessed through Centraport (Cognos 8 Link) or by going directly to: <http://cognos.otda.state.nyenet/COGNOS8/>

The entire set of employment related Cognos reports are included in the Employment Programs Reports Folder and are available at: [Employment Programs Reports](#).

The following link to the Employment Programs Reports Documentation and Instruction folder contains a summary of each of the Cognos reports and instructions to navigate within the Cognos 8 environment: [Documentation and Instructions](#)

District staff experiencing problems connecting to this site should contact their designated WRTS Cognos Security person or Cheryl Stanford-Smith (Cheryl.stanford-smith@otda.state.ny.us) directly for access.

Any district staff with specific questions about the content of any of these reports should contact their Employment Services Advisor or the Employment and Advancement Services Bureau at 518-486-6106.