

Washington State Employment Security Department

Trade Adjustment Assistance (TAA)

ENROLLMENT FORMS

The purpose for enrollment in the TAA program is to assist you in returning to work as quickly as possible. To achieve this during your participation in the program, it is very important for you to have regular contact with your TAA case manager.

TE

Initial

DATA SHARING AGREEMENT

Revision Date:

I have received a copy, read and understand the Data Sharing agreement. I understand that the information provided is private and confidential and will be shared among WorkSource partners to facilitate the delivery of services provided to me.

TE

Initial

PARTICIPANT AGREEMENT

Revision Date:

I have received a copy, read and understand the Participant agreement. I have read the different benefits available to me through Trade Act and access those through my TAA case manager. I understand that if I have any changes in personal information or progress in training that I need to contact the TAA case manager. Failure to remain in quarterly contact with my TAA case manager will result in permanent termination of TAA training services.

TE

Initial

EQUAL OPPORTUNITY IS THE LAW

Revision Date:

I have received a copy, read and understand the Equal Opportunity form. I understand that it is against the law for Employment Security Department to discriminate on the following basis. Race, color, religion, sex, national origin, age, disability, political affiliation or belief; and in service delivery, based on citizenship or status as a participant in any programs or activities receiving federal financial assistance. If I believe I have been discriminated against, I have been provided the contact information to file a complaint within the 180 days from the alleged discrimination.

TE

Initial

AUTHORIZATION TO RELEASE INFORMATION

Revision Date:

I have received a copy, read and understand the Release of Information agreement. I understand that I have given my permission for my TAA case manager to request information from other businesses and agencies for enrollment, transcript of grades, class registration, test results, work history and information related to job training and placement information from a new employer. This authorization will expire 6 month upon exiting the Trade Act program.

TE

Initial

LOCAL COMPLAINT AND GRIEVANCE

Revision Date:

I have received a copy, read and understand the local office Complaint and Grievance Procedure form. I understand that if I feel I have a complaint/grievance relating to employment or training I have the right to file a complaint and will not be penalized for filing.

TE

Customer
Initial

SOCIAL SECURITY CARD & PHOTO ID VERIFICATION

I have provided my TAA case manager a visual verification of my social security card and photo ID. I understand that the information provided is private and confidential and my TAA case manager needed to verify this information for Alien Registration and for employability reasons, as most Employers will need to verify this information upon hire.

TE

Case
Manager
Initial

ALIEN REGISTRATION/NATURALIZATION VERIFICATION

I have verified this information through UTAB on the Customer Springboard, Customer Subtab. The question "Citizen?" is answered with a Yes, if No, the "Expiration Date" is _____

TE

Case
Manager
Initial

Tyler Eller

Participant signature

Katherine Ward

TAA case manager signature

12/01/2020

Date

12/1/2020

Date

Washington State Employment Security Department
Trade Adjustment Assistance (TAA)

List of Acceptable Documents that Establish Identity and Employment Authorization

List A - Documents that Establish Both Identity and Employment Authorization	List B - Documents that Establish Identity	List C - Documents that Establish Employment Authorization
<p>U.S. Passport or U.S. Passport Card</p> <p>Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</p> <p>Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa</p> <p>Employment Authorization Document that contains a photograph (Form I-766)</p> <p>For a nonimmigrant alien authorized to work for a specific employer because of his or her status:</p> <p style="padding-left: 40px;">Foreign passport; and</p> <p style="padding-left: 40px;">Form I-94 or Form I-94A that has the following:</p> <p style="padding-left: 80px;">The same name as the passport; and</p> <p style="padding-left: 80px;">An endorsement of the alien's nonimmigrant status, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.</p> <p>A passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI</p>	<p>Driver's license or ID card issued by a state or outlying possession of the United States, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address</p> <p>ID card issued by federal, state, or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address</p> <p>School ID card with a photograph</p> <p>Voter's registration card</p> <p>U.S. military card or draft record</p> <p>Military dependent's ID card</p> <p>U.S. Coast Guard Merchant Mariner card</p> <p>Native American tribal document</p> <p>Driver's license issued by a Canadian government authority (For persons under age 18 who are unable to present a document listed above:)</p> <p>School record or report card</p> <p>Clinic, doctor, or hospital record</p> <p>Day-care or nursery school record</p>	<p>A Social Security Account Number card, unless the card includes one of the following restrictions:*</p> <p>(1) NOT VALID FOR EMPLOYMENT</p> <p>(2) VALID FOR WORK ONLY WITH INS AUTHORIZATION</p> <p>(3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION</p> <p>Certification of Birth Abroad issued by the Department of State (Form FS-545)</p> <p>Certification of Report of Birth issued by the Department of State (Form DS-1350)</p> <p>Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal</p> <p>Native American tribal document</p> <p>U.S. Citizen ID Card (Form I-197)</p> <p>Identification Card for Use of Resident Citizen in the United States (Form I-179)</p> <p>Employment authorization document issued by the Department of Homeland Security</p>