

POLICY ON LONG-TERM UNEMPLOYED INDIVIDUALS AND DISLOCATED WORKERS

TABLE OF CONTENTS

	<u>Page</u>
I. Introduction	3
II. Applicability	3
III. Policy Statement.....	3
A. Definition of Dislocated Worker	3
B. Definition of Long-Term Unemployed Individual	3
C. Definition of Chronically Unemployed Individual	4
D. Eligibility Criteria	4
E. Assessment and Determination.....	4
F. Available Services	4
IV. Repeal	5
V. Interpretation	5
VI. Digital Signature	5
VII. Review	5
VIII. Control and Monitoring	5
IX. Recommendation	6
X. Effective Date	7
XI. Approval	7

I. Introduction

Alianza Municipal de Servicios Integrados, Inc. (AMSI), in its role as a Local Workforce Development Board under the Workforce Innovation and Opportunity Act (WIOA), establishes this policy to define and set the criteria applicable to long-term unemployed individuals and dislocated workers under Title I programs.

In accordance with WIOA Section 3(15) and applicable federal regulations, dislocated workers and long-term unemployed individuals are eligible populations for employment and training services within the workforce development system.

II. Applicability

This policy applies to all staff, operators, service providers, and Board members responsible for eligibility determination, service delivery, and participant follow-up under the Adult and Dislocated Worker programs.

III. Policy Statement

A. Definition of Dislocated Worker

A dislocated worker is defined as an individual who:

- Has been terminated, laid off, or has received notice of termination;
- Is eligible for or has exhausted unemployment insurance benefits;
- Is unlikely to return to their previous industry or occupation.

This category also includes:

- Self-employed individuals who are unemployed due to economic conditions;
- Workers affected by business closures or mass layoffs;
- Other individuals defined under WIOA Section 3(15).

B. Definition of Long-Term Unemployed Individual

A long-term unemployed individual is defined as a person who:

- Has been unemployed for a continuous period of **twenty-seven (27) weeks or more.**

This category includes individuals facing significant challenges in re-entering the workforce.

C. Definition of Chronically Unemployed Individual

A chronically unemployed individual is defined as a person who demonstrates a persistent pattern of unemployment or underemployment, evidenced by:

- Repeated periods of unemployment or unstable employment;
- Ongoing difficulty securing or maintaining employment;
- Limited or inconsistent work history;
- Significant barriers affecting employability.

This category may include individuals who do not meet the continuous unemployment threshold but exhibit sustained labor market instability. Identification of this condition shall be based on case analysis and documented work history.

D. Eligibility Criteria

To be considered under these categories, an individual must:

- Meet eligibility requirements established under WIOA;
- Be legally authorized to work in the United States;
- Provide documentation supporting their employment status;
- Comply with any additional program requirements.

E. Assessment and Determination

Eligibility determination shall include:

- Verification of employment history and current status;
- Documentation of layoff, unemployment, or sustained employment instability;
- Evaluation of the individual's likelihood of labor market reintegration.

Authorized staff shall make determinations based on documented evidence and in accordance with AMSI procedures.

F. Available Services

Eligible individuals under this policy may access:

- Career services
- Training services
- Supportive services, as applicable

These services are intended to facilitate successful re-entry into the workforce.

IV. Repeal

This policy repeals and replaces the previous Policy on Long-term Unemployed Individuals and Dislocated Workers, AMSI-22 PPR/003 approved on November 3, 2022, as well as any prior rule, procedure, or directive that conflicts with the provisions established herein.

V. Interpretation

In this policy, words or phrases used in masculine include feminine. This style of writing is not intended to imply the supremacy of one sex over the other.

VI. Digital Signature

The parties hereby agree that this document may be executed electronically, and that digital signatures shall carry the same legal validity, binding effect, and evidentiary value as handwritten signatures. The parties further acknowledge their right to sign manually but voluntarily consent to the use of electronic signatures.

VII. Review

I certify that this policy has been developed and reviewed in accordance with the principles and quality standards established by our organization.



Ana G. Arias-Villasuso
Assistant Administrator of Research &
Development

VIII. Control and Monitoring

We certify that we have reviewed this policy and are committed to ensuring compliance with the provisions of this policy and to follow up as necessary to identify and communicate any changes that need to be implemented so that it is kept up to date. In addition, we will discuss the document with the collaborators responsible for the tasks described, who will sign the form

Alianza Municipal de Servicios Integrados, Inc. (AMSI)

9-9.82 Certification Orientation and Discussion that will be attached to the original in the Research and Development Division.



Glorimar Cardona Pagan
Assistant Manager
AMSI in Aguas Buenas



Damary González Rosario
Assistant Manager
AMSI in Aibonito



Loreana M. Rivera Dávila
Acting Manager
AMSI in Arroyo



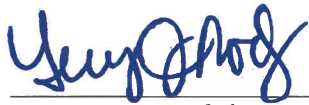
Luz C. Jiménez Cortés
Manager
AMSI in Caguas



Debbie Ann Santiago Pérez
Manager
AMSI in Cayey



Loreana M. Rivera Dávila
Manager
AMSI in Guayama



Lucy Joan Rodríguez Pomales
Acting Assistant Manager
AMSI in Gurabo



Barbara E. Machuca Seda
Manager
AMSI in Trujillo Alto

IX. Recommendation

I recommend the adoption of this policy and certify that it meets the operational needs of our organization.



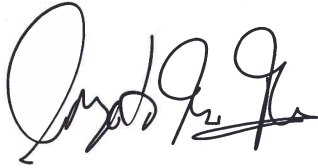
Dr. Joaquín Santiago Santos
Executive Administrator

X. Effective Date

This policy will be effective upon approval and will remain in effect until process changes or new guidelines are required. At that time, it will be reviewed and updated in accordance with the procedures established for the control of documents.

XI. Approval

This review of Policy on Long-term Unemployed Individuals and Dislocated Workers, is approved today June 24, 2026,



Jorge L. Cosme Oyola
Secretary
AMSI, Inc.



Alberto R. Costa Berríos
President
AMSI, Inc.