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Date:

To: District Directors  
Employment and Income Assistance

From: Gerry Schmidt  
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Client Services  
Employment and Income  
Assistance  
305 - 114 Garry Street

Telephone:

Subject: **Work Expectation Codes**

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Two additional Work Expectation (WE) codes have been entered in SAMIN to identify cases that have been sanctioned due to not meeting employment expectations or voluntarily declaring their intent not to meet work expectations.

The two new Work Expectation codes for use on the Work Expectations screen for clients who are sanctioned are:

SI - Sanction Imposed. This code is to be used when sanction has been imposed due to the client not meeting employment expectations.

SV - Sanction Voluntary. This code is only to be used when the client has signed the document (copy attached) advising that they do not wish to be involved in any employment related activities and agreeing to a budget reduction.

Following entry of these codes in the Work Expectation screen, a WE review date and comments can be entered on the bottom of the screen to provide workers with a BF when a sanction is to be reviewed.

By using these codes in SAMIN workers can identify their sanctioned cases by accessing the information by requesting a listing of clients with a work expectation code of SI and SV.