February 8, 2021

DIRECTIVE: JOB CORPS DATA CENTER NOTICE NO. 20-140

FROM: Job Corps Data Center

SUBJECT: Center Space Survey

This notice is distributed to: All Regional Office Staff, All Center Directors.

As the Job Corps program begins to move to a phase of welcoming new enrollees to centers, we need to determine the capacity of centers to house students safely during the ongoing COVID-19 pandemic. Determining maximum capacity on center requires consideration of quarantine and isolation space to prepare for a potential on-center widespread COVID-19 outbreak. As part of planning, the National Office would like each center to specifically research and identify answers to the following two questions. It is important that you answer based on your actual facility structures. These two questions will give us the range of capacity for center and within this range, we will need to determine acceptable levels of reserve requirements to meet quarantine and isolation plans.

Please respond to the above two questions by completing the Survey Monkey link below by COB, tomorrow, February 9, 2021.

https://www.surveymonkey.com/r/XFSH2BB