Update 2012-9: Common Place Handbook
Clarification to Common Place Handbook Update #2011-16: CWES Requests in CCS Intake and Continuing Office

Background
All addenda, clarifications, and errata are numbered and contain instructions for staff when addressing CWES CCS related Task Management Tool (TMT) requests.

Changes
The following clarification is provided to the Update:

• Cases at BSC
• Confidential Cases
• Escalation Process
• Case Transfers
• Closed TMT Tickets

[Refer to “Changes,” page -1] for detail information.

Implementation
These changes are effective immediately upon receipt of this Update.

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