



June 28, 2018

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Dear :

We understand the Employment Program of British Columbia (EPBC) has accepted you for case management in their program. This changes the requirements of your Employment Plan. Please review the attached copy of your Plan and the commitments you agreed to under the section titled '**Employment Program of BC (EPBC)**'. Specifically:

You must take part in EPBC program activities as agreed to with the EPBC Contractor. *Case Management* refers to ongoing support, employment counselling, services, monitoring and follow-up which will continue until you find work or become more employable. You must complete all tasks given to you, including any actions set out in your *EPBC Action Plan*. This is a plan developed by you and the EPBC Contractor which sets out: the steps, services, and supports that you agree are needed for you to find work or become more employable as quickly as possible.

You must call your EPBC Contractor if you cannot take part in services or complete steps that you agreed to, or when you find work. If you move, within one week you must ask the EPBC Contractor serving your new area to transfer your EPBC case file. To find the EPBC Contractor in your new area, call 1-877-952-6914. Your employment plan conditions will continue to apply.

It is important that you follow this Employment Plan to remain eligible for income assistance.

If you have any questions, please contact the ministry at .

Sincerely,

Ministry Worker

HR3549 (18/01/03)

The Ministry of Social Development and Poverty Reduction operates under the authority of the *Employment and Assistance Act* and Regulations, and the *Employment and Assistance for Persons with Disabilities Act* and Regulations.

Ministry of Social
Development and
Poverty Reduction

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