



MITT ROMNEY  
Governor


KERRY HEALEY  
Lieutenant Governor

**Commonwealth of Massachusetts**  
*Executive Office of Health and Human Services*  
**Department of Transitional Assistance**  
600 Washington Street • Boston, MA 02111

RONALD PRESTON  
Secretary

JOHN A. WAGNER  
Commissioner

**Field Operations Memo 2004-46**  
**November 30, 2004**

**To:** Transitional Assistance Office Staff  
**From:**  Cescia Derderian, Assistant Commissioner for Field Operations  
**Re:** TAFDC – Stopping the BEACON Participation Sanction Batch Job

---

**Participation  
Sanction Batch  
Job**

**Effective immediately:**

- 1). a Work Program required recipient participating in an ESP activity or working (including Work Program Alternatives);
- 2). an exempt teen parent not meeting the school attendance requirement; or
- 3). a categorically ineligible noncitizen who is exempt and required to participate in community service,

who does not return the Participation and Attendance form or who does not meet the required hours for participation will **not** be sanctioned.

To ensure that these recipients receive the Good Cause Warning Notice before being sanctioned, the BEACON Participation sanction process is being halted until adjustments can be made.

**AU Managers are still responsible to enter the information from the Participation and Attendance form onto BEACON. AU Managers must not sanction these recipients manually if they fail the hourly participation level.**

---

**Participation  
Sanction Batch  
Job (Continued)**

**AU Managers are also reminded that the sanction process for Work Program required recipients who are not participating in an ESP activity or working as detailed in Field Operations Memo 2004-37 A is still in effect.**

TAO staff will be informed when the BEACON Participation sanction process resumes.

---

**Questions**

If you have any questions, please have your Hotline designee call the Policy Hotline.

---