



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


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Commissioner

**Field Operations Memo 2009-30**  
**May 20, 2009**

**To:** Transitional Assistance Office Staff  
**From:**  John Augeri, Assistant Commissioner for Field Operations  
**Re:** Data Entry for Boston Family Housing

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**Overview**

The Centralized Eligibility and Processing Unit (CEP) had been completing a centralized data entry of all initial shelter placements and shelter exits from the Boston Family Housing TAO.

In preparation for the transition of the EA program from DTA to the Department of Housing and Community Development (DHCD), this process was stopped as of May 1, 2009.

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**Obsolete**

Field Operations Memos 2008-70 and 2009-11 are obsolete.

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**Questions**

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

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