

A CA Jobs Program Preliminary Orientation (JPPO)

The Jobs Program Preliminary Orientation (JPPO) provides new CA participants information about the following:

- The Jobs Program
- Jobs participation requirements
- Jobs work and training activities
- Jobs supportive services
- CA benefits are decreased when participants fail to cooperate with the Jobs Program requirements after CA approval

ALL new CA participants who are CA Jobs mandatory referrals are required to complete a **JPPO** before CA approval. (See [CA Jobs mandatory referrals](#))

EXCEPTION

The JPPO requirement does not apply to the following:

- Two Parent Employment Program (TPEP)
- Salt River Pima Maricopa Indian Community (SRPMIC) Tribal TANF Program
- White Mountain Apache Tribe (WMAT) Tribal TANF Program
- Pascua Yaqui Tribal TANF Program
- Grant Diversion participants

Policy and procedures regarding the JPPO are outlined as follows:

- [FAA Orientation Requirements](#)
- [FAA Orientation Procedures](#)
- [Jobs Orientation Procedures](#)
- [Itinerant Office Orientation Procedures](#)
- [Hardship Orientation Procedures](#)

The following JPPO forms are available in the DBME-DERS Outlook public folder:

- Jobs Program Employment Services (FAA-1310) form
- FAX or Hand Carry Cover Sheet (FAA-1309) form
- Verification of Compliance With the Jobs Program Preliminary Orientation Turn Around Document (TAD) (FAA-1308)