

## NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S.) § 41101(B)(14)). Substantive Policy Statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice substantive policy statement does not include internal procedural documents which may only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties in accordance with A.R.S. Title 41.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF ECONOMIC SECURITY

- Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Unemployment Insurance Instruction Memo C-057, Exempt Status of Certain Alien Farm Workers and Certain Services Performed by Students  
DES 3 - Unemployment Insurance; Article 17 - Contributions
- Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
November 1, 1996
- Summary of the contents of the substantive policy statement:**  
This policy concerns alien laborers admitted to the United States to perform agricultural work under the Immigration and Nationality Act. These workers are exempt from Federal Unemployment Tax Act (FUTA), but will be considered in determining the employer's eligibility for unemployment coverage.  
This policy also addresses students who are exempt from FUTA.
- A statement as to whether the substantive policy statement is a new statement or a revision:**  
Revised statement.
- The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Dave Berggren, ESA Technical Support Manager  
Address: Department of Economic Security  
1789 West Jefferson, Site Code 701B4  
Phoenix, Arizona 85007  
Telephone: (602) 542-3771  
Fax: (602) 542-3690
- Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
Copies are available in the DES Authority Library, 1789 West Jefferson, Phoenix, Arizona 85007, Site Code 810Z1, or from the person identified above. The 1st copy is free to a member of the public, for a noncommercial purpose. Additional copies are available at 25¢ per page.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF INSURANCE

- Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Establishment of a World Wide Internet site by the Department of Insurance.
- Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
November 1, 1996
- Summary of the contents of the substantive policy statement:**  
This policy statement addresses a number of frequently asked questions about Arizona's insurance laws and the Department of Insurance.

*Arizona Administrative Register*  
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4. A statement as to whether the substantive policy statement is a new statement or a revision:  
This statement is a new substantive policy statement.

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Greg Harris  
Address: Department of Insurance  
2910 North 44th Street, Suite 210  
Phoenix, Arizona 85018  
Telephone: (602) 912-8456  
Fax: (602) 912-8452

or

Name: Eugene Glover  
Address: Department of Insurance  
2910 North 44th Street, Suite 210  
Phoenix, Arizona 85018  
Telephone: (602) 912-8410  
Fax: (602) 912-3618

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

Copies of the policy statement may be obtained from the internet at <http://www.states.az.us/id> or from either of the people listed above for \$1.13 per page.