

Wisconsin Works (W-2) Standard Operating Procedure

Instructions: Contracted Wisconsin Works (W-2) agencies are required to create and submit current Standard Operating Procedures to ensure agency employees have a resource for completing work requirements. Please refer to relevant Administrator Memos, W-2 Policy, and the W-2 Contract for the list and details of all required areas. Personal information you provide may be used for secondary purposes [Privacy Law, s.15.04(1)(m), Wisconsin Statutes].

Title	Effective Date
Purpose	
Policy References and Relevant Administrator's Memos and Operations Memos	
Link(s) to relevant PTT or Internal Desk Aids and Training(s)	
Agency Specific Process Information	
Agency Subject Matter Expert(s)	