

Job Impact Statement (SAPA §201-a)

INSTRUCTIONS: Please read before submitting a statement.

An acceptable Job Impact Statement (JIS) consists of the following item headings and the explanatory information provided by the agency. The full text, including item headings must be typed in scannable format as described in the Department of State’s *Register* procedures manual, *Rule Making in New York*. The *italicized* text shown in parentheses following each item heading is instructional only, and should not appear in the final statement. If the submission is a revised or consolidated job impact statement, be sure to use the word “Revised” or “Consolidated” with the title as applicable.

When information is insufficient to determine whether a rule will have a substantial adverse impact on jobs or employment opportunities, or to prepare a JIS, submit a “Job Impact Statement/Request for Assistance” indicating the information the agency needs to complete a JIS and requesting the assistance of other state agencies and the public in obtaining such information. If sufficient information is still not available following the comment period, the agency may adopt the rule. However, in this situation while preparing the notice of adoption or amended notice of adoption, submit a Revised JIS which includes information on the measures your agency took to evaluate the potential impact of the rule on jobs and employment opportunities.

If a JIS or related statement exceeds 2,000 words, submit a summary, so labeled.

Job Impact Statement

1. **Nature of impact:** *(Describe the nature of the impact the rule will have on jobs and employment opportunities.)*
2. **Categories and numbers affected:** *(Describe the categories of jobs or employment opportunities affected by the rule and approximate numbers of jobs or employment opportunities affected in each category.)*
3. **Regions of adverse impact:** *(List the regions of the state where the rule would have a disproportionate adverse impact on jobs or employment opportunities.)*
4. **Minimizing adverse impact:** *(Explain the measures the agency has taken to minimize any unnecessary adverse impacts on existing jobs and to promote the development of new employment opportunities.)*
5. **(IF APPLICABLE) Self-employment opportunities:** *(When a rule would have a measurable impact on opportunities for self-employment, include a discussion of such impact.)*