



## CalJOBS<sup>SM</sup> SYSTEM ENHANCEMENT REQUESTS

The process for submitting enhancements to the CalJOBS system is changing to align with the newly formed CalJOBS Governance Council (CGC), which is responsible for reviewing and recommending enhancements to the Employment Development Department (EDD) Workforce Services Branch (WSB) for consideration. For more information regarding the CGC, please see [WSIN18-18 \(PDF\)](#).

To submit a CalJOBS system enhancement, WSB and Local Workforce Development Area (Local Area) staff should use the *CalJOBS Enhancement Request Form* attached below to explain in detail the enhancement request. All enhancement requests will be reviewed and submitted directly to the requestor's CGC member. Once it has been determined if the enhancement is approved or denied, the requestor will be notified.

If you have any questions regarding this process or the *CalJOBS Enhancement Request Form*, please contact the CalJOBS Operations Unit at [CalJOBSAdmin@edd.ca.gov](mailto:CalJOBSAdmin@edd.ca.gov), or by phone at 916-653-0202.

/S/ JAIME L. GUTIERREZ, Chief  
Central Office Workforce Services Division

Attachment is available on the internet:

1. [CalJOBS Enhancement Request Form \(DOCM\)](#)
2. [Errata Chronology \(PDF\)](#)

*The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*