Manual Revision Memorandum

ISD-MR 13-05

TO: ISD Employees

FROM: Ted Roth, Director, Income Support Division

RE: Forms Manual Revision- ISD 211 Help Us Make a Decision

DATE: February 8, 2013

Form ISD 211 Help Us Make a Decision has been updated to include the revised HSD logo. Use of the revised form shall begin upon depletion of existing forms. Use up existing stock prior to ordering revised form.

Instructions:

1. Remove all previous from inventory:
   - ISD 211 Help Us Make a Decision (Revised 04/08/2011)
   - ISDSP 211 Ayudenos a Tomar una Decision (04/08/2011)

2. Replace with revised form:
   - ISD 211 Help Us Make a Decision (Revised 02/08/2013)
   - ISDSP 211 Ayudenos a Tomar una Decision (Issued 02/08/2013)

This form has been posted to the forms drive:

If you have questions regarding this MR, please contact Mequella Romero at (505)827-3159 or by e-mail at MequellaM.Romero@state.nm.us.