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## Interim Policy & Procedure Memorandum

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ISD-IPP 13-07

**TO:** ISD Employees  
**FROM:** Ted Roth, Director, Income Support Division  
**DATE:** July 22, 2013  
**RE:** Disqualification for Mandatory SNAP Employment & Training (E&T) Participants

This IPP serves to clarify the proper procedure for disqualifying mandatory SNAP Employment & Training (E&T) work program.

Effective June 1, 2013, Supplemental Nutrition Assistance Program (SNAP) recipients between the ages of 18 and 50 are mandatory to participate in the SNAP E&T work programs, unless they are exempt. Ongoing SNAP recipients will become mandatory for the SNAP E&T work program at their next recertification.

SNAP E&T disqualification penalties are cumulative over an individual's lifetime.

Regulation at 8.139.410.12 NMAC Disqualification for noncompliance states:

- (1) Individual disqualification: Any individual who fails or refuses to comply with the work registration, without good cause will be disqualified as follows:
  - (a) first occurrence: until compliance or for three months, whichever is later;
  - (b) second occurrence: until compliance or for six months, whichever is later;
  - (c) third occurrence: until compliance or for one year, whichever is later.
- (2) Individual that is voluntarily participating: Any individual that is voluntarily participating in the work program is not subject to disqualification for non-compliance with work requirements.

If a participant was previously disqualified at second level the participant would be subsequently be disqualified at a third level. The participant would not be allowed a "clean slate".

If you have any questions regarding IPP, please contact Kristen Ortiz at (505) 827-7233 or by e-mail at [KristenR.Ortiz@state.nm.us](mailto:KristenR.Ortiz@state.nm.us).