

MEMORANDUM TO: Ontario Self-Employment Benefit (OSEB) Coordinators

FROM: Service Delivery Branch

DATE: January 29, 2014

SUBJECT: **Changes to due dates for OSEB Quarterly Status and Narrative Reports (QSNR)**

MEMO #: **OSEB2014-01**

OBJECTIVE:

The purpose of this bulletin is to provide your organization with updated information on the due dates for the Quarterly Status and Narrative Reports (QSNR) templates.

BACKGROUND:

Changes to due dates for 2013-14 Quarterly Status and Narrative Reports (QSNR) Q3 and Q4 for Ontario Self-Employment Benefit (OSEB) Coordinators have been updated in the QSNR Instructions for OSEB Coordinators document found on the EOPG website.

The 2013-14 Q3 QSNR is due to the Ministry on February 4, 2014.

The 2013-14 Q4 QSNR will be due on May 6, 2014.

Please note that where applicable, these new dates replace the due dates in the OSEB agreement signed with the ministry.

If your organization has not had a chance to submit a QSNR for previous quarters, please submit them to the Ministry along with the Q3 QSNR. Please use the Report 83 that coincides with the quarterly timeframe.

NEXT STEPS:

OSEB Coordinators are to submit their QSNR templates on the above noted dates. Please refer to the QSNR Instructions for more information.

Please contact your Employment and Training Consultant (ETC).