

Honorable Lemanu P. Mauga  
Governor

Honorable Talauega E. V. Ale  
Lieutenant Governor



Lynn Pulou-Alaimalo  
DHR Director

Max Tuitele  
Deputy Director

Fa'agau Steve Lefiti  
Deputy Director

AMERICAN SAMOA GOVERNMENT  
DEPARTMENT OF HUMAN RESOURCES  
PAGO PAGO, AMERICAN SAMOA 96799

June 1, 2022

To: All Directors/Head of Agencies, Judicial, Legislative & Private Sector Businesses

From: Max L. Tuitele  
Acting Director  
Department of Human Resources

**Subject: Summer Youth Employment Program (SYEP) 2022 Worksites.**

Talofa All,

As the Department of Human Resources draws near to implementing the Summer Youth Employment Program (SYEP) for this year, our Workforce Innovation & Opportunity Act (WIOA) Division is looking for quality and productive worksites for our SYEP participants. The SYEP is designed to prepare youth for entry into the labor force and to provide job training to those disadvantaged individuals facing barriers to employment. Our high school senior students age eighteen (18) to twenty-four (24) are eligible. Youths will be assessed and placed in various worksites and classroom component opportunities that will link academic and occupational learning for career exploration in the future.

The SYEP will begin June 27, 2022 – August 19, 2022 for a duration of eight weeks. The participants will be placed at the worksites for four (4) hours a day, twenty (20) hours a week from Monday to Friday. Other activities will include Job Readiness training, Career Development, Social Skills and Occupational skills training which will be provided in conjunction with employment.

If your department, agency or business would like to provide a worksite for the Summer Program participants, please complete and submit the WIOA-SYEP form attached to the Department of Human Resources - WIOA Division, fax attachment to 633-5667 or email Anthony Loa at [anthonyloa84@gmail.com](mailto:anthonyloa84@gmail.com) or [bertaswia@gmail.com](mailto:bertaswia@gmail.com). Please contact Anthony Loa, or Bert Thompson at 633-4485 ext. 4110 or 4106 if you require more information.

Thank you,

A handwritten signature in blue ink, appearing to read "Max Tuitele".

Max L. Tuitele  
Acting Director  
Department of Human Resources

Encl: SYEP Worksite Form

***This is an Equal Employment Opportunity Employer***

Department of Human Resources, A.P. Lutali Executive Office Building, Pago Pago, Am Samoa 96799

Ph: (684) 633-4485/ Email: [hr@americansamoa.gov](mailto:hr@americansamoa.gov) / Fax: (684) 633-1139

"Commitment to Service and Integrity"



DEPARTMENT OF HUMAN RESOURCES  
 WORKFORCE INNOVATION & OPPORTUNITY ACT  
 (WIOA)

SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP)  
**JUNE 27, 2022 – AUGUST 19, 2022**

Agencies will submit the number of training slots, work unit and supervisor(s) assigned to each SYEP Trainee on WIOA Form II-B. You may fax the form to the Department of Human Resources, Workforce Innovation & Opportunity Act (WIOA), Summer Youth Employment Program at Fax number: 633-5667 or email [anthonyloa84@gmail.com](mailto:anthonyloa84@gmail.com) or [bertaswia@gmail.com](mailto:bertaswia@gmail.com).  
**Deadline to submit/fax the SYEP Job Order Form will be June 10, 2022 .**

REQUEST FOR SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP) TRAINEE(S)

Directions: To be used only for requested:

NO. # OF SLOTS

WORK UNIT

SUPERVISOR'S NAME

1			
2.			
3.			
4			
5			

\_\_\_\_\_  
 Business/Agency

\_\_\_\_\_  
 Signature of Requesting Authority

\_\_\_\_\_  
 Business/Agency Telephone

\_\_\_\_\_  
 Name of Contact Person & Email address

*“Here To Serve”  
 A proud member of America’s Workforce Network*

DHR-ETD-WIOA FORM 012-15