

**From:** McKnight, Elise (ESD)

**Sent:** Monday, July 14, 2025

**Subject:** PIRL Announcement – 2 Week Alert - ETO Data Entry - For Inclusion in the PY24Q4 PIRL Quarterly Report

**A. PIRL Announcement – 2 Week Alert - ETO Data Entry - For Inclusion in the Upcoming PY24Q4 PIRL Quarterly Report**

1. For the submission/certification of the upcoming **PY24Q4 PIRL Quarterly Report**, you still have an opportunity to update current participants and their data, and/or add new participants, in ETO.

- a) Those corrections/additions, need to be completed, in ETO, by no later than **COB on Friday, July 25<sup>th</sup>**.

FYI - The DI team pulls the data, for the **PY24Q4 PIRL Quarterly Report**, on Monday, July 28<sup>th</sup>, so we need the data entered into ETO, by no later than COB on Friday, July 25<sup>th</sup>, in order to be included in the **PY24Q4 PIRL Quarterly Report**.

**Note:** With the upcoming submission/certification **PY24 PIRL Annual Report**, of which includes the DOL accountability data, DOL allows updates from the **PY24Q4 PIRL Quarterly Report** to be included, and the data for that submission/certification will need to be completed, in ETO, by no later than **COB on Friday, September 19<sup>th</sup>**.

- b) The DI team will then submit and certify the **PY24Q4 PIRL Quarterly Report**, by no later than Friday, August 15, 2025.
  - c) The DI team will then follow through and point all of our WPC [Department of Labor \(DOL\) reports](#) dashboards to the new **PY24Q4 Quarterly Report**.

A general announcement will go out, when that occurs.

Thank you for all of your time and efforts! The DI team knows you all work very hard, in serving the best service delivery you can to our job seekers! We are here to help!

**Data Integrity (DI) team motto:**

***Planning, Organization, Standardization, Documentation, and the Maintenance of it all, leads to an efficient business process, of which leads to productivity, of which is timely and accurate! 😊***

If you have any questions, concerns, or feedback please reach out to me, or reach out to our DI team's distribution list ([ESDDLITSDDataIntegrityTeam@esd.wa.gov](mailto:ESDDLITSDDataIntegrityTeam@esd.wa.gov))!