

TITLE 12

DEPARTMENT OF LABOR

CHAPTER 1

DEPARTMENT OF LABOR ORGANIZATIONAL
RULES

Authority

N.J.S.A. 34:1-20, 34:1A-3(e) and 52:14B-3 and 4.

Source and Effective Date

R.1997 d.389, effective August 22, 1997.
See: 29 N.J.R. 4139(a).

Executive Order No. 66(1978) Expiration Date

Chapter 1, Department of Labor Organizational Rules, expires on August 22, 2002.

CHAPTER TABLE OF CONTENTS

SUBCHAPTER 1. OPERATION AND ORGANIZATION
OF DEPARTMENT

- 12:1-1.1 Mission statement of the Department
- 12:1-1.2 Department organizational structure
- 12:1-1.3 Office of the Commissioner
- 12:1-1.4 Office of the Deputy Commissioner
- 12:1-1.5 Program areas
- 12:1-1.6 Agencies in, but not of, the Department
- 12:1-1.7 Requests for information and records

SUBCHAPTER 1. OPERATION AND
ORGANIZATION OF DEPARTMENT

12:1-1.1 Mission statement of the Department

With a commitment to the highest standard of customer service, the Department of Labor will ensure the opportunity for employment at fair wages in a safe environment; enhance the quality of the State's labor force and labor market activities; stimulate economic growth; promote labor/management harmony; and administer income support services to unemployed and disabled workers.

12:1-1.2 Department organizational structure

The Department of Labor consists of the Office of the Commissioner, Office of the Deputy Commissioner and the following program areas each headed by an Assistant Commissioner: Labor Standards and Safety Enforcement, Labor Research and Analysis, Administration and Finance, Workforce New Jersey—Income Support and Workforce New Jersey—Careers.

12:1-1.3 Office of the Commissioner

(a) The Commissioner of Labor is the Chief Executive Officer of the Department and oversees all functions of the Department of Labor.

(b) The Commissioner's Office includes the Chief of Staff and the following subordinate offices: Constituent Relations, Grants, Internal Audit, Legal Services, Regulatory Services, Legislative Services and Marketing/Communications.

(c) The Chief of Staff reports to the Commissioner and oversees the employees of the Department and the Office of the Commissioner.

(d) The subordinate offices are headed by Executive Support Staff who report to the Commissioner through the Chief of Staff.

(e) The Department's Controller, Executive Administrator of Human Resources and Labor Relations and Chief Judge/Director of the Division of Workers' Compensation also report to the Commissioner.

12:1-1.4 Office of the Deputy Commissioner

(a) The Deputy Commissioner reports to the Commissioner and oversees the operations of the Department's programs.

(b) The Office of the Deputy Commissioner includes an Executive Assistant and the Executive Administrator of Planning and Development.

(c) The Assistant Commissioners who oversee the Department's program areas report to the Deputy Commissioner.

12:1-1.5 Program areas

(a) The Assistant Commissioner for Labor Standards and Safety Enforcement is responsible for the following areas:

1. The Division of Public Safety and Occupational Safety and Health
2. The Division of Fiscal Management and Systems Support
3. The Division of Wage and Hour Compliance

(b) The Assistant Commissioner of Labor Research and Analysis is responsible for the following areas:

1. The Division of Program Planning, Analysis and Evaluation
2. The Division of Labor Market and Demographic Research

3. The New Jersey Occupational Information Coordinating Committee

(c) The Assistant Commissioner of Administration and Finance is responsible for the following areas:

1. The Division of Unemployment Insurance Disability/Insurance Financing
2. The Division of Administrative Services
3. The Division of Programs and Systems Development

(d) The Assistant Commissioner of Workforce New Jersey—Income support is responsible for the following areas:

1. The Division of Disability Determination Services
2. The Division of Temporary Disability Insurance
3. The Division of Unemployment Insurance Operations
4. The Board of Review

(e) The Assistant Commissioner of Workforce New Jersey—Careers is responsible for the following areas:

1. The Division of Employment & Training
2. The Division of Vocational Rehabilitation Services
3. The Division of Business Services
4. The Division of Workforce New Jersey Support

12:1-1.6 Agencies in, but not of, the Department

(a) The following agencies of State government are allocated to the Department of Labor but are not under the supervision or control of the Commissioner:

1. The Public Employment Relations Commission;
2. The Board of Mediation; and
3. The State Employment and Training Commission.

12:1-1.7 Requests for information and records

(a) The public may obtain general information concerning the Department of Labor by submitting a request for information to the Office of Marketing/Communications by utilizing any of the following modes of communication:

Mail—PO Box 110
Trenton, New Jersey 08625-0110
Telephone—(609) 292-3221
Fax—(609) 777-3634
E-Mail—Ksmith@dol.state.nj.us
Internet—www.state.nj.us\labor

(b) Requests for release of departmental records concerning unemployment or temporary disability insurance are governed by N.J.S.A. 43:21-11(g) and its implementing regulations codified at N.J.A.C. 12:15-2.

(c) All other requests for release of records maintained by the Department are governed by the New Jersey Right to Know Law, N.J.S.A. 47:1A-1 et seq.