

IMPORTANT: In accordance with 20 CFR 653.500, all employers seeking U.S. workers to perform agricultural services or labor on a temporary, less than year-round basis through the Agricultural Recruitment System for U.S. Workers, must submit a completed job clearance order (Form ETA-790) to the State Workforce Agency (SWA) for placement on its intrastate and interstate job clearance systems. Employers submitting a job order in connection with an H-2A Application for Temporary Employment Certification (Form ETA-790 and attach a complete the Form ETA-790 and attach a completed 790A. All other employers must read the general instructions carefully, complete ALL required fields/items containing an asterisk (*), and any fields/items where a response is conditional as indicated by the section (§) symbol.

I. Clearance Order Information

FOI	R STATE WORKF	ORCE AGEN stions 1 throu		JSE ONLY	1	
 Clearance Order Number * 2321698 	2. Clearance Orc	ler Issue Dat	e *	3. Clear 10/1/202	ance Order Expiration Date *	
4. SOC Occupation Code *	5. SOC Occupation Title *					
45-2092.00	Farmworkers an	d Laborers,	Crop, Nurs	ery, and	Greenhouse	
SWA Order Holding Office Contact Information						
 Contact's last (family) name * Moreta 		7. First (given) name * 8. M Ronda		8. Middle name(s) §		
9. Contact's job title * Agriculture and Foreign Labor Specialist						
10. Address 1 * 1300 GREENSVILLE COUNTY CII	10. Address 1 * 1300 GREENSVILLE COUNTY CIR					
11. Address 2 (suite/floor and number) § ROOM 105 SUITE C						
12. City * EMPORIA			13. State * Virginia		14. Postal code * 23847	
15. Telephone number * 434-774-6864	16. Extension §	17. E-Mail foreignlabo	address * prcert@ver.	virginia.g	ov	

II. Employer Contact Information

1. Legal Business Name *							
Shepherd Grain Farms, LLC							
2. Trade Name/Doing Business As (D	BA), if applicable §	}					
3. Contact's last (family) name *	4.	First (given) r	ame *	Middle name(s) §			
Shepherd	Joh	n					
6. Contact's job title *	6. Contact's job title *						
Owner	Owner						
7. Address 1 *							
3122 Robertson Road							
8. Address 2 (apartment/suite/floor and num	ber) §						
9. City *			10. State *	11. Postal code *			
Blackstone			Virginia	23824			
12. Telephone number *	13. Extension §	14. Busine	ss e-mail address *				
+1 (804) 298-8186		admin@la	borservicesinternational.com				
15. Federal Employer Identification N	umber (FEIN from IRS	s) *	16. NAICS Code *				
			111110				

III. Type of Clearance Order

1. Indicate the type of agricultural clearance order being placed with the SWA for	790A (H-2A clearance order)	
recruitment of U.S. workers. (choose only one) *	790B (regular clearance order)	



Public Burden Statement (1205-0466)

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average .03 hours per response for all information collection requirements, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing, reviewing, and submitting the collection of information. The obligation to respond to this data collection is required to obtain/retain benefits (44 U.S.C. 3501, Immigration and Nationality Act, 8 U.S.C. 1101, et seq.). Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, Employment and Training Administration, Office of Foreign Labor Certification, 200 Constitution Ave., NW, Suite PPII 12-200, Washington, DC, 20210. (Paperwork Reduction Project OMB 1205-0466). DO NOT send the completed application to this address.



A. Job Offer Information

1. Job Title * Ag Equ	ipment Operato	r						
2. Workers	otal b. H-2/	A		Ре	riod of Int	ended Emplo	yment	
Needed * 1	1	3. B	egin Date	* 8/1/2021		4. End Da	ate *12/1/20	21
5. Will this job generall If "Yes", proceed to						week? *	C Yes	• No
6. Anticipated days and	hours of work pe	er week *					7. Hourly v	vork schedule *
40 a. Total I	Hours 7	c. Monday	7	e. Wednesday	7	g. Friday	a. <u>7</u> : <u>(</u>	00 🖾 AM
0 b. Sunday	7	d. Tuesday	7	f. Thursday	5	h. Saturday	b. <u>4</u> : (00 🖬 AM 🖬 PM
Pa Job Dution Dopori	Temporary Agricultural Services and Wage Offer Information 8a. Job Duties - Description of the specific services or labor to be performed. *							
See Addendum C								
8b. Wage Offer *	HOUR S	d. Piece Ra	ate Offer §	8e. Piece	e Rate Un	its/Special P	ay Informatio	ən ş
9. Is a completed Adde activities and wage of	endum A providin			on on the crops	or agricu	lltural	• Yes	D No
10. Frequency of Pay.	_	-	-	Monthly	Ot Ot	her (specify):	N/A	
11. State all deduction((Please begin response) See addendum C	s) from pay and,	if known, th	e amount((s). *				
Form ETA-790A	46-245753	FOR DEPAR		LABOR USE ONLY	Y			Page 1 of 8
H-2A Case Number: JO-A-300-211	46-345753 Case State	us:	1	Determination Date: _		Validity Peri	od:	to



B. Minimum Job Qualifications/Requirements

1. Education: minimum U.S. diploma/degree required. *							
🛛 None 🖵 High School/GED 🖵 Associate's 🖵 I	Bachelor's 🕻	❑ Master's or Higher ❑ Other degree (JD, MD, et	c.)				
2. Work Experience: number of months required. *	3	3. Training: number of <u>months</u> required. *	0				
4. Basic Job Requirements (check all that apply) *							
a. Certification/license requirements		g. Exposure to extreme temperatures					
b. Driver requirements		h. Extensive pushing or pulling					
c. Criminal background check		i. Extensive sitting or walking					
🛛 d. Drug screen		j. Frequent stooping or bending over					
e. Lifting requirement <u>75</u> lbs.		k. Repetitive movements					
5a. Supervision: does this position supervise the work of other employees? *	′es 👤 No	5b. If "Yes" to question 5a, enter the number of employees worker will supervise. §					
6. Additional Information Regarding Job Qualifications (Please begin response on this form and use Addendum C if addi See Addendum C			<i>ow)</i> *				

C. Place of Employment Information

1. Address/Location *							
3408 Cottage Road							
2. City *	3. State *	4. Postal Code *	5. County *				
Blackstone	Virginia	23824	Nottoway				
 6. Additional Place of Employment Information (If no additional information, enter "<u>NONE</u>" below) * 3113 Robertson Road, Blackstone, VA 23824 - shop 3122 Robertson Road, Blackstone, VA 23824 - main office Fixed site employer. Work sites listed are either owned, leased or under the control of named employer, surrounding fields adjacent/nearby. 							
	7. Is a completed Addendum B providing additional information on the places of employment and/or agricultural businesses who will employ workers, or to whom the employer will be providing workers, attached to this job order? *						
D. Housing Information							
1. Housing Address/Location *							
3113 Robertson Road							
2. City *	3. State *	4. Postal Code *	5. County *				
Blackstone	Virginia	23824	Nottoway				
6. Type of Housing *	•		7. Total Units *	8. Total Occupancy *			
Farm House			1	6			
9. Housing complies or will comply with the following applicable standards: *							
10. Additional Housing Information. (If no additional 5 bedrooms, 2 baths	information, ente	r " <u>NONE</u> " below) *					

11. Is a completed **Addendum B** providing additional information on housing that will be provided to workers attached to this job order? *

FOR DEPARTMENT OF LABOR USE ONLY

Page 2 of 8

Yes No

___ to ____

_____ Determination Date: _____ Validity Period: _____



E. Provision of Meals

 Describe how the employer will provide kitchen facilities. * (Please begin response on See addendum C 	this form and use Addendum C i	f additional space is need	ed.)	cooking and	
2. If meals are provided, the employer: *	WILL NOT charge w				
	WILL charge worker	s for such meals at	\$	_ per day per worker.	
 F. Transportation and Daily Subsistence Describe the terms and arrangement for (Please begin response on this form and use Adde. See addendum C 2. Describe the terms and arrangements for and (b) from the place of employment (i (Please begin response on this form and use Adde. See addendum C 	ndum C if additional space is nee or providing workers with t .e., outbound). *	ransportation (a) to	the place of empl		
3. During the travel described in Item 2, the	e employer will pay for		\$ <u>13</u> . <u>17</u>	per day *	
or reimburse daily meals by providing ea		b. no more than	\$ <u>55</u> 00	per day with receipts	
Form ETA-790A FOR DEPARTMENT OF LABOR USE ONLY Page 3 of 8 H-2A Case Number: JO-A-300-21146-345753 Case Status: Determination Date: Validity Period: to					

1. Explain how prospective applicants may be considered for employment under this job order, including verifiable contact



G. Referral and Hiring Instructions

information for the employer, or the employer's authoriz hours applicants will be considered for the job opportun (Please begin response on this form and use Addendum C if additional See Addendum C	ed hiring representative, methods of contact, and the days and ity. * <i>space is needed.)</i>			
2. Telephone Number to Apply *	3. Email Address to Apply *			
+1 (804) 298-8186	n/a			
4. Website address (URL) to Apply *				
www.vec.virginia.gov/emporia				
H. Additional Material Terms and Conditions of the Job	Offer			
 Is a completed Addendum C providing additional information about the material terms, conditions, and benefits (monetary and non-monetary) that will be provided by the employer attached to this job order? * 				

H-2A Case Number: JO-A-300-21146-345753

Determination Date:

Case Status:

_ to _



I. Conditions of Employment and Assurances for H-2A Agricultural Clearance Orders

By virtue of my signature below, I **HEREBY CERTIFY** my knowledge of and compliance with applicable Federal, State, and local employmentrelated laws and regulations, including employment-related health and safety laws, and certify the following conditions of employment:

- JOB OPPORTUNITY: Employer assures that the job opportunity identified in this clearance order (hereinafter also referred to as the "job order") is a full-time temporary position being placed with the SWA in connection with an H-2A Application for Temporary Employment Certification for H-2A workers and this clearance order satisfies the requirements for agricultural clearance orders in 20 CFR 653, subpart F and the requirements set forth in 20 CFR 655.122. This job opportunity offers U.S. workers no less than the same benefits, wages, and working conditions that the employer is offering, intends to offer, or will provide to H-2A workers and complies with the requirements at 20 CFR 655, Subpart B. The job opportunity is open to any qualified U.S. worker regardless of race, color, national origin, age, sex, religion, handicap, or citizenship.
- <u>NO STRIKE, LOCKOUT, OR WORK STOPPAGE</u>: Employer assures that this job opportunity, including all worksites for which the employer is requesting H-2A labor certification does not currently have workers on strike or being locked out in the course of a labor dispute. 20 CFR 655.135(b).
- 3. <u>HOUSING FOR WORKERS</u>: Employer agrees to provide for or secure housing for H-2A workers and those workers in corresponding employment who are not reasonably able to return to their residence at the end of the work day. That housing complies with the applicable local, State, or Federal standards and is sufficient to house the specified number of workers requested through the clearance system. The employer will provide the housing without charge to the worker. Any charges for rental housing will be paid directly by the employer to the owner or operator of the housing. If public accommodations are provided to workers, the employer agrees to pay all housing-related charges directly to the housing (e.g., utilities) must not be levied upon workers. However, the employer may require workers to reimburse them for damage caused to housing by the individual worker(s) found to have been responsible for damage which is not the result of normal wear and tear related to habitation. When it is the prevailing practice in the area of intended employment and the occupation to provide family housing, the employer agrees to provide family housing at no cost to workers with families who request it. 20 CFR 655.122(d), 653.501(c)(3)(vi).

Request for Conditional Access to Intrastate or Interstate Clearance System: Employer assures that the housing disclosed on this clearance order will be in full compliance with all applicable local, State, or Federal standards at least 20 calendar days before the housing is to be occupied. 20 CFR 653.502(a)(3). The Certifying Officer will not certify the application until the housing has been inspected and approved.

- 4. WORKERS' COMPENSATION COVERAGE: Employer agrees to provide workers' compensation insurance coverage in compliance with State law covering injury and disease arising out of and in the course of the worker's employment. If the type of employment for which the certification is sought is not covered by or is exempt from the State's workers' compensation law, the employer agrees to provide, at no cost to the worker, insurance covering injury and disease arising out of and in the course of the worker's employment that will provide benefits at least equal to those provided under the State workers' compensation law for other comparable employment. 20 CFR 655.122(e).
- 5. <u>EMPLOYER-PROVIDED TOOLS AND EQUIPMENT</u>: Employer agrees to provide to the worker, without charge or deposit charge, all tools, supplies, and equipment required to perform the duties assigned. 20 CFR 655.122(f).
- 6. <u>MEALS</u>: Employer agrees to provide each worker with three meals a day or furnish free and convenient cooking and kitchen facilities to the workers that will enable the workers to prepare their own meals. Where the employer provides the meals, the job offer will state the charge, if any, to the worker for such meals. The amount of meal charges is governed by 20 CFR 655.173. 20 CFR 655.122(g).

For workers engaged in the herding or production of livestock on the range, the employer agrees to provide each worker, without charge or deposit charge, (1) either three sufficient meals a day, or free and convenient cooking facilities and adequate provision of food to enable the worker to prepare his own meals. To be sufficient or adequate, the meals or food provided must include a daily source of protein, vitamins, and minerals; and (2) adequate potable water, or water that can be easily rendered potable and the means to do so. 20 CFR 655.210(e).

- 7. TRANSPORTATION AND DAILY SUBSISTENCE: Employer agrees to provide the following transportation and daily subsistence benefits to eligible workers.
 - A. Transportation to Place of Employment (Inbound)

If the worker completes 50 percent of the work contract period, and the employer did not directly provide such transportation or subsistence or otherwise has not yet paid the worker for such transportation or subsistence costs, the employer agrees to reimburse the worker for reasonable costs incurred by the worker for transportation and daily subsistence from the place from which the worker has come to work for the employer, whether in the U.S. or abroad to the place of employment. The amount of the transportation payment must be no less (and is not required to be more) than the most economical and reasonable common carrier transportation charges for the distances involved. The amount the employer will pay for daily subsistence expenses are those amounts disclosed in this clearance order, which are at least as much as the employer would charge the worker for providing the worker with three meals a day during employment (if applicable), but in no event will less than the amount permitted under 20 CFR 655.173(a). The employer understands that the Fair Labor Standards Act applies independently of the H-2A requirements and imposes obligations on employers regarding payment of wages. 20 CFR 655.122(h)(1).

B. Transportation from Place of Employment (Outbound)

If the worker completes the work contract period, or is terminated without cause, and the worker has no immediate subsequent H-2A employment, the employer agrees to provide or pay for the worker's transportation and daily subsistence from the place of employment to the place from which the worker, disregarding intervening employment, departed to work for the employer. Return transportation will not be provided to workers who voluntarily abandon employment before the end of the work contract period, or who are terminated for cause, if the employer follows the notification requirements in 20 CFR 655.122(n).

to



If the worker has contracted with a subsequent employer who has not agreed in such work contract to provide or pay for the worker's transportation and daily subsistence expenses from the employer's worksite to such subsequent employer's worksite, the employer must provide for such expenses. If the worker has contracted with a subsequent employer who has agreed in such work contract to provide or pay for the worker's transportation and daily subsistence expenses from the employer who has agreed in such work contract to provide or pay for the worker's transportation and daily subsistence expenses from the employer's worksite to such subsequent employer's worksite, the subsequent employer must provide or pay for such expenses.

The employer is not relieved of its obligation to provide or pay for return transportation and subsistence if an H-2A worker is displaced as a result of the employer's compliance with the 50 percent rule as described in sec. 655.135(d) of this subpart with respect to the referrals made after the employer's date of need. 20 CFR 655.122(h)(2).

C. Daily Transportation

Employer agrees to provide transportation between housing provided or secured by the employer and the employer's worksite(s) at no cost to the worker. 20 CFR 655.122(h)(3).

D. Compliance with Transportation Standards

Employer assures that all employer-provided transportation will comply with all applicable Federal, State, or local laws and regulations. Employer agrees to provide, at a minimum, the same transportation safety standards, driver licensure, and vehicle insurance as required under 29 U.S.C. 1841 and 29 CFR 500.105 and 29 CFR 500.120 to 500.128. If workers' compensation is used to cover transportation, in lieu of vehicle insurance, the employer will ensure that such workers' compensation covers all travel or that vehicle insurance exists to provide coverage for travel not covered by workers' compensation. Employer agrees to have property damage insurance. 20 CFR 655.122(h)(4).

 THREE-FOURTHS GUARANTEE: Employer agrees to offer the worker employment for a total number of work hours equal to at least three-fourths of the workdays of the total period beginning with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ending on the expiration date specified in the work contract or in its extensions, if any. 20 CFR 655.122(i).

The employer may offer the worker more than the specified hours of work on a single workday. For purposes of meeting the three-fourths guarantee, the worker will not be required to work for more than the number of hours specified in the job order for a workday, or on the worker's Sabbath or Federal holidays. If, during the total work contract period, the employer affords the U.S. or H-2A worker less employment than that required under this guarantee, the employer will pay such worker the amount the worker would have earned had the worker, in fact, worked for the guaranteed number of days. An employer will not be considered to have met the work guarantee if the employer has merely offered work on three-fourths of the workdays if each workday did not consist of a full number of hours of work actually performed may be counted by the employer in calculating whether the period of guarantee employment has been met. Any hours the worker fails to work, and all hours of work actually performed (including voluntary work over 8 hours in a workday or on the worker's Sabbath or Federal holidays), may be counted by the employer in calculating whether the period of guaranteed employment has been met. 20 CFR 655.122(i).

If the worker is paid on a piece rate basis, the employer agrees to use the worker's average hourly piece rate earnings or the required hourly wage rate, whichever is higher, to calculate the amount due under the three-fourths guarantee. 20 CFR 655.122(i).

If the worker voluntarily abandons employment before the end of the period of employment set forth in the job order, or is terminated for cause, and the employer follows the notification requirements in 20 CFR 655.122(n), the worker is not entitled to the three-fourths guarantee. The employer is not liable for payment of the three-fourths guarantee to an H-2A worker whom the Department of Labor certifies is displaced due to the employer's requirement to hire qualified and available U.S. workers during the recruitment period set out in 20 CPR 655.135(d), which lasts until 50 percent of the period of the work contract has elapsed (50 percent rule). 20 CFR 655.122(i).

Important Note: In circumstances where the work contract is terminated due to contract impossibility under 20 CFR 655.122(o), the three-fourths guarantee period ends on the date of termination.

- 9. EARNINGS RECORDS: Employer agrees to keep accurate and adequate records with respect to the workers' earnings at the place or places of employment, or at one or more established central recordkeeping offices where such records are customarily maintained. All records must be available for inspection and transcription by the Department of Labor or a duly authorized and designated representative, and by the worker and representatives designated by the worker as evidenced by appropriate documentation. Where the records are maintained at a central recordkeeping office, other than in the place or places of employment, such records must be made available for inspection and copying within 72 hours following notice from the Department of Labor, or a duly authorized and designated representative, and by the worker and designated representatives. The content of earnings records must meet all regulatory requirements and be retained by the employer for a period of not less than 3 years after the date of certification by the Department of Labor. 20 CFR 655.122(j).
- 10. <u>HOURS AND EARNINGS STATEMENTS</u>: Employer agrees to furnish to the worker on or before each payday in one or more written statements the following information: (1) the worker's total earnings for the pay period; (2) the worker's hourly rate and/or piece rate of pay; (3) the hours of employment offered to the worker (showing offers in accordance with the three-fourths guarantee as determined in 20 CFR 655.122(i), separate from any hours offered over and above the guarantee); (4) the hours actually worked by the worker; (5) an itemization of all deductions made from the worker's wages; (6) If piece rates are used, the units produced daily; (7) beginning and ending dates of the pay period; and (8) the employer's name, address and FEIN. 20 CFR 655.122(k).

For workers engaged in the herding or production of livestock on the range, the employer is exempt from recording and furnishing the hours actually worked each day, the time the worker begins and ends each workday, as well as the nature and amount of work performed, but otherwise must comply with the earnings records and hours and earnings statement requirements set out in 20 CFR 655.122(j) and (k). The employer agrees to keep daily records indicating whether the site of the employee's work was on the range or off the range. If the employer prorates a worker's wage because of the worker's voluntary absence for personal reasons, it must also keep a record of the reason for the worker's absence. 20 CFR 655.210(f).



11. **RATES OF PAY**: The employer agrees that it will offer, advertise in its recruitment, and pay at least the Adverse Effect Wage Rate (AEWR), the prevailing hourly wage rate, the prevailing piece rate, the agreed-upon collective bargaining rate, or the Federal or State minimum wage rate, in effect at the time work is performed, whichever is highest. If the worker is paid by the hour, the employer must pay this rate for every hour or portion thereof worked during a pay period. If the offered wage(s) disclosed in this clearance order is/are based on commission, bonuses, or other incentives, the employer guarantees the wage paid on a weekly, semi-monthly, or monthly basis will equal or exceed the AEWR, prevailing hourly wage or piece rate, the legal Federal or State minimum wage, or any agreed-upon collective bargaining rate, whichever is highest.

If the worker is paid on a piece rate basis and at the end of the pay period the piece rate does not result in average hourly piece rate earnings during the pay period at least equal to the amount the worker would have earned had the worker been paid at the appropriate hourly rate of pay, the employer agrees to supplement the worker's pay at that time so that the worker's earnings are at least as much as the worker would have earned during the pay period if the worker had instead been paid at the appropriate hourly wage rate for each hour worked. 20 CFR 655.120, 655.122(I).

For workers engaged in the herding or production of livestock on the range, the employer agrees to pay the worker at least the monthly AEWR, the agreed-upon collective bargaining wage, or the applicable minimum wage imposed by Federal or State law or judicial action, in effect at the time work is performed, whichever is highest, for every month of the job order period or portion thereof. If the offered wage disclosed in this clearance order is based on commissions, bonuses, or other incentives, the employer assures that the wage paid will equal or exceed the monthly AEWR, the agreed-upon collective bargaining wage, or the applicable minimum wage imposed by Federal or State law or judicial action, whichever is highest, and will be paid to each worker free and clear without any unauthorized deductions. The employer may prorate the wage for the initial and final pay periods of the job order period if its pay period does not match the beginning or ending dates of the job order. The employer also may prorate the wage if an employee is voluntarily unavailable to work for personal reasons. 20 CFR 655.210(g).

- 12. FREQUENCY OF PAY: Employer agrees to pay workers when due based on the frequency disclosed in this clearance order. 20 CFR 655.122(m).
- 13. <u>ABANDONMENT OF EMPLOYMENT OR TERMINATION FOR CAUSE</u>: If a worker voluntarily abandons employment before the end of the contract period, or is terminated for cause, employer is not responsible for providing or paying for the subsequent transportation and subsistence expenses of that worker, and that worker is not entitled to the three-fourths guarantee, if the employer notifies the Department of Labor and, if applicable, the Department of Homeland Security, in writing or by any other method specified by the Department of Labor or the Department of Homeland Security in the Federal Register, not later than 2 working days after the abandonment or termination occurs. A worker will be deemed to have abandoned the work contract if the worker fails to show up for work at the regularly scheduled time and place for 5 consecutive work days without the consent of the employer. 20 CFR 655.122(n).

14. **CONTRACT IMPOSSIBILITY**: The work contract may be terminated before the end date of work specified in the work contract if the services of the workers are no longer required for reasons beyond the control of the employer due to fire, weather, or other Act of God that makes fulfillment of the contract impossible, as determined by the U.S. Department of Labor. In the event that the work contract is terminated, the employer agrees to fulfill the three-fourths guarantee for the time that has elapsed from the start date of work specified in the work contract to the date of termination. The employer also agrees that it will make efforts to transfer the worker to other comparable employment acceptable to the worker and consistent with existing immigration laws. In situations where a transfer is not affected, the employer agrees to return the worker at the employer's expense to the place from which the worker, disregarding intervening employment, came to work for the employer, or transport the worker to his/her next certified H-2A employer, whichever the worker prefers. The employer will also reimburse the worker the full amount of any deductions made by the employer from the worker's pay for transportation and subsistence expenses to the place of employment. The employer will also pay the worker for any transportation and subsistence expenses per day are those amounts disclosed in this clearance order. The amount of the transportation payment must not be less (and is not required to be more) than the most economical and reasonable common carrier transportation charges for the distances involved. 20 CFR 655.122(o).

The employer is not required to pay for transportation and daily subsistence from the place of employment to a subsequent employer's worksite if the worker has contracted with a subsequent employer who has agreed to provide or pay for the worker's transportation and subsistence expenses from the present employer's worksite to the subsequent employer's worksite. 20 CFR 655.122(h)(2).

- 15. <u>DEDUCTIONS FROM WORKER'S PAY</u>: Employer agrees to make all deductions from the worker's paycheck required by law. This job offer discloses all deductions not required by law which the employer will make from the worker's paycheck and all such deductions are reasonable, in accordance with 20 CFR 655.122(p) and 29 CFR part 531. The wage requirements of 20 CFR 655.120 will not be met where undisclosed or unauthorized deductions, rebates, or refunds reduce the wage payment made to the employee below the minimum amounts required under 20 CFR part 655, subpart B, or where the employee fails to receive such amounts free and clear because the employee kicks back directly or indirectly to the employer or to another person for the employer's benefit the whole or part of the wage delivered to the employee. 20 CFR 655.122(p).
- 16. <u>DISCLOSURE OF WORK CONTRACT</u>: Employer agrees to provide a copy of the work contract to an H-2A worker no later than the time at which the worker applies for the visa, or to a worker in corresponding employment no later than on the day work commences. For an H-2A worker coming to the employer from another H-2A employer, the employer agrees to provide a copy of the work contract no later than the time an offer of employment is made to the H-2A worker. A copy of the work contract will be provided to each worker in a language understood by the worker, as necessary or reasonable. In the absence of a separate, written work contract entered into between the employer and the worker, the required terms of this clearance order, including all Addendums, and the certified *H-2A Application for Temporary Employment Certification* will be the work contract. 20 CFR 655.122(q).

Determination Date:

to



17. ADDITIONAL ASSURANCES FOR CLEARANCE ORDERS:

A. Employer agrees to provide to workers referred through the clearance system the number of hours of work disclosed in this clearance order for the week beginning with the anticipated date of need, unless the employer has amended the date of need at least 10 business days before the original date of need by so notifying the Order-Holding Office (OHO) in writing (e.g., e-mail notification). The employer understands that it is the responsibility of the SWA to make a record of all notifications and attempt to inform referred workers of the amended date of need expeditiously. 20 CFR 653.501(c)(3)(i).

If there is a change to the anticipated date of need, and the employer fails to notify the OHO at least 10 business days before the original date of need, the employer agrees that it will pay eligible workers referred through the clearance system the specified rate of pay disclosed in this clearance order for the first week starting with the originally anticipated date of need or will provide alternative work if such alternative work is stated on the clearance order. 20 CFR 653.501(c)(5).

- B. Employer agrees that no extension of employment beyond the period of employment specified in the clearance order will relieve it from paying the wages already earned, or if specified in the clearance order as a term of employment, providing transportation from the place of employment, as described in paragraph 7.B above. 20 CFR 653.501(c)(3)(ii).
- C. Employer assures that all working conditions comply with applicable Federal and State minimum wage, child labor, social security, health and safety, farm labor contractor registration, and other employment-related laws. 20 CFR 653.501(c)(3)(iii).
- D. Employer agrees to expeditiously notify the OHO or SWA by emailing and telephoning immediately upon learning that a crop is maturing earlier or later, or that weather conditions, over-recruitment, or other factors have changed the terms and conditions of employment. 20 CFR 653.501(c)(3)(iv).
- E. If acting as a farm labor contractor (FLC) or farm labor contractor employee (FLCE) on this clearance order, the employer assures that it has a valid Federal FLC certificate or Federal FLCE identification card and when appropriate, any required State FLC certificate. 20 CFR 653.501(c)(3)(v).
- F. Employer assures that outreach workers will have reasonable access to the workers in the conduct of outreach activities pursuant to 20 CFR 653.107. 20 CFR 653.501(c)(3)(vii).

I declare under penalty of perjury that I have read and reviewed this clearance order, including every page of this Form ETA-790A and all supporting addendums, and that to the best of my knowledge, the information contained therein is true and accurate. This clearance order describes the actual terms and conditions of the employment being offered by me and contains all the material terms and conditions of the job. 20 CFR 653.501(c)(3)(viii). I understand that to knowingly furnish materially false information in the preparation of this form and any supplement thereto or to aid, abet, or counsel another to do so is a federal offense punishable by fines, imprisonment, or both. 18 U.S.C. 2, 1001.

1. Last (family) name *	2. First (given) name *	3. Middle initial §
Shepherd	John	
4. Title *	·	·
Owner		
5. Signature (or digital signature) * Digital Signature Verified and Retained By	6. Date sig	ned *

Employment Service Statement

In view of the statutorily established basic function of the Employment Service (ES) as a no-fee labor exchange, that is, as a forum for bringing together employers and job seekers, neither the Department of Labor's Employment and Training Administration (ETA) nor the SWAs are guarantors of the accuracy or truthfulness of information contained on job orders submitted by employers. Nor does any job order accepted or recruited upon by the ES constitute a contractual job offer to which the ETA or a SWA is in any way a party. 20 CFR 653.501(c)(1)(i).

Public Burden Statement (1205-0466)

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average .63 hours per response for all information collection requirements, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing, reviewing, and submitting the collection of information. The obligation to respond to this data collection is required to obtain/retain benefits (44 U.S.C. 3501, Immigration and Nationality Act, 8 U.S.C. 1101, et seq.). Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, Employment and Training Administration, Office of Foreign Labor Certification, 200 Constitution Ave., NW, Suite PPII 12-200, Washington, DC, 20210. (Paperwork Reduction Project OMB 1205-0466). DO NOT send the completed application to this address.

Determination Date:

to



A.9. Additional Crop or Agricultural Activities and Wage Offer Information

Crop ID	Crop or Agricultural Activity	Wage Offer	Per	Piece Rate Units/Special Pay Information
	soybeans		Hour	
		\$ 1315		
	corn		Hour	
		\$ 1315		
-	wheat		Hour	
		\$ <u>13</u> . <u>15</u>		
	rape seed		Hour	
		\$ 1315		
		\$		
		\$		
		\$		
		\$		
		\$		
		\$·		

Page A.1 of A.1

Form ETA-790A Addendum A H-2A Case Number: JO-A-300-21146-345753 FOR DEPARTMENT OF LABOR USE ONLY

Case Status:

Determination Date:

H. Additional Material Terms and Conditions of the Job Offer

a. Job Offer Information 1

1. Section/Item Number *	4.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties				
3. Details of Material Term or Condition (up to 3,500 characters) * Equipment operator needed to perform various duite's associated with the production, cultivation, & harvest of soybean, corn, wheat, & rape seed crops. Workers will perform work according to supervisors instructions. Job involves stooping, lifting and working outside in interement weather & outdoor temps in excess of 100 degrees. Must be able to lift ac carry up to 75bs. Must have the equal authority to work in the US. Must have three months positive verifiable prior experience in job offered. Raises and/or bounses may be offered to any seasonal worker employed pursuant to this job order, at the company's sole discretion, based on individual factors including work performance, stall, and termur. Workers may be required to take random, post-accident, and/or upon suspicion drug or alcohol test at no cost to worker, post hits. Testing positive or failure to comply may result in immediate termination from employment. General Conditions Applicable to All Crops: Work begins at an assigned time shortly after davight. Work is performed under various weather conditions. Workers will use form work on the farm that is incident alto producing the crops such as performing hand weeding or hoeing, and repairing buildings, maintaining grounds, operate tractor/farm equipment, incident alto crop seture han meeded, and movement of irrigation systems and equipment, gardening, eleaning around ponds & fields. This is a very demanding and competitive business in which quality specifications must be rigorously adhered to. Stoppy work cannot and will not be tolerated. Seven to eight so tores, wach as performed hand the specified work in a single day. The worker may be requested to unor Sautriday during peak times and special needs but not required. These requirements performed and the specified work in a single day. The worker may be requested to unor sautriday during peak times and special needs but not required. These requirements evaluate and to day seture and the t							
b. Job Offer Information 2							
1. Section/Item Number * E	3.6	2. Name of Section or Category of Material Term or Condition *	Additional Information Regarding Job Qualifications/Requirements				
hire at no cost to wo literacy and mathem employment then at or foreign equivalent ar	orker. M natical a the tim nd ope	fust have legal authority to work in the US. In ability required. Though not a hiring requirement of operating the company vehicle the drive	, post accident, and/or upon suspicion drug/alcohol test post dividual must have ability to troubleshoot & attn to detail. Basic ent, if a worker drives a company vehicle during the period of er must possess a valid drivers license issued by a U.S. state the license restrictions and vehicle classifications applicable to e in job offered.				

Case Status:

Page C.1 of C.7



H. Additional Material Terms and Conditions of the Job Offer

c. Job Offer Information 3

1. Section/Item Number *	G.1	2. Name of Section or Category of Material Term or Condition *	Referral and Hiring Instructions
all federal holidays. All local and intrastate (in state) applicants an Employment Commission Workforce Center o information and to enable proper arrangement Commission office to inform job seekers of the meeting all qualifications on the job order sho telephone. If several applicants are going to b in advance to schedule a time and date of inte clearance order ETA 790 along with all attach The actual employment offer is at the sole disi employment, referred to as walk-ins or gate hi from the application start date. Workers hired pursuant to the job offer from w subsistence, or transportation. SWAs should fully apprise workers of the job referral is made. Worker must meet all of the (a.) Available and willingness to work for the e (b) Have transportation to job site at start of s workers. (c) Fully apprised and aware of the terms, cor (d.) Legally entitled to work in the US. Worker	Interstate (out of s fice in order to ascs s to be made. It will terms and condition lid be referred. Inter referred at the sar vriew. It is requeste ments. rection of the emplo ress, will be accepter ithin normal commu- specifications and te following criteria: nitre season accurate completio work.	be the responsibility of the Workforce is of this clearance order. Only workers nriew will be performed either in person or by me time, it is requested to contact the employer et dhat the SWA give each referral a copy of the yer. Applicants who arrive at the place of d until 50% of the contract period has elapsed uting distance will not be provided housing, erms and conditions of employment before a I workers and start of season for non-local of employment. unentation to enable employer to comply with n of the 1-9 Employment Verification form within Cr, Suite C, Room 105, Emporia, VA 23847; 9 upon hiring but not prior to the interview.	

d. Job Offer Information 4

1. Section/Item Number *	F.2	2. Name of Section or Category of Material Term or Condition *	Inbound/Outbound Transportation - Transportation In/Outbound
which the worker came to period, or, no later than a in the Federal Register fro and the maximum or the of receipts. The transportation charges for the distance i If the worker completes h employment except when transportation reimbursen the distance involved. If the worker voluntarily al return transportation and	rse the work work for the t the halfway our the place current ma on reimburn nvolved. is contract, the worke nent will be pandons h subsistence	rker for costs incurred by the worker for visa application fees, I he employer to the place of employment to the extent that suc ay point in the contract ("50% period"). Daily subsistence (not ce from which the worker, without intervening employment will ximum subsistence amount published in the Federal Register sement will be calculated on the workers' actual cost but no m , meaning his "period of employment", the employer will provide er is not returning to the place of departure, and has subseque e calculated on the workers' actual cost but no more than the r is employment or is terminated for cause prior to completion o ce enroute from the place of employment to the place of depar	border crossing fees, transportation costs and reasonable subsistence from the place th worker-borne expenditures reduce the workers' FLSA earnings at the first pay less than \$13.17 per day) or the current minimum subsistence amount as published come to work for the employer, will be paid to workers who cannot provide receipts, travel subsistence of \$55.00 per day will be paid to the workers with acceptable nore than the most economical and reasonable similar common carrier transportation de or pay the cost of return transportation and subsistence enroute from the place of int employment with an employer who will bear transportation expenses. The most economical and reasonable similar common carrier transportation charges for of his contract, the employer will not be responsible for providing or paying the cost of ture. ties that conform to applicable regulations of the Interstate Commerce Commission.

Case Status:

Page C.2 of C.7



e. Job Offer Information 5

1. Section/Item Number *	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - Additional Job Description	
3. Details of Material Term or Condition (<i>up to 3,500 characters</i>)* Equipment operator needed to perform various duties associated with the production, cultivation, & harvest of soybean, corn, wheat, & rape seed crops. Position requires the ability to operate up to 24 row equipment equivalent to a Case 7240, 350 hp combine, a Case 2240 sprayer, Holland T8 330 hp tractor, and any other GPS guided equipment, operate a grain cart which is a trailer towed by a tractor with a built-in auger conveyor system, with a large capacity, Individual must have ability to troubleshoot & attn to detail. Basic literacy and mathematical ability required. Though not a hiring requirement, if a worker drives a company vehicle during the period of employment then at the time of operating the company vehicle the driver must possess a valid drivers license issued by a U.S. state or foreign equivalent and operate the company vehicle in accordance with the license restrictions and vehicle classifications applicable to that license.				
f. Job Offer Information 6				

 FOR DEPARTMENT OF LABOR USE ONLY

Case Status:

Validity Period:

Page C.3 of C.7



H. Additional Material Terms and Conditions of the Job Offer

g. Job Offer Information 7

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Work Rules Page 2 of 2
 Workers living in employer's ho sleep in any room. Workers and/or employer-owned vehicle. Workers of 15. Workers may not deliberately re 16. Any worker who is found carryin 18. Workers will be discharged for 19. Workers will be discharged in hor 20. Workers may not engage in hor 20. Workers will be discharged if th 21. Workers may not engage in hor 20. Workers may not engage in hor 20. Workers may not engage in hor 20. Workers may not engage in the 21. Workers may not engage in hor 22. Workers may not engage in hor 24. Workers may not use or operate other equipment or property for the 24. Workers must not misuse or rer 25. Workers must tollow supervisor 27. Workers must follow supervisor 27. Workers may not make alteratio 28. Except as otherwise noted aboo First offense: oral warning and corri Second offense: written warning and 	using may not their guests m nay be termin strict producti atens another ighting on the seplay, scuffli ey steal from f tition, personnu- or destroy an a trucks or oth r personal use nove from the les and comm 's instructions nns to housing re, employees ection d unpaid leave	hay not engage in indecent, immoral, or illegal conduct at any time on the employer's ated upon discovery of a criminal conviction record or status as a registered sex offer ion, damage plants or bruise fruit. worker, the employer or any supervisor will be subject to immediate discharge. employer's premises, including housing premises, at any time. ng, throwing things, wasting time or loitering during work hours. fellow workers or the employer. el, medical, production or other work-related records. ny machinery, truck or other vehicle, equipment, tools, or other property belonging to t er vehicles, machines, tools, or other equipment and property to which the worker has e unless expressly authorized by the employer. farm premises without authorization any employer-owned property. non safety practices and must report any injuries or accidents promptly to their superv. . Insubordination is cause for dismissal. that violate ETA and/or OSHA housing guidelines, as applicable. s who violate work rules will be disciplined according to the following schedule:	nder that employer reasonably believes will impair the safety and/or living conditions of other workers. the employer or to other employees. Is not been specifically assigned by his supervisor. Workers may not use or operate trucks or other vehicles, tools or

h. Job Offer Information 8

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Miscellaneous		
3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) * Addendum C: Section I, Item 1: Job Opportunity					
-		e 1	f this document, the English shall govern. Addendum C:		
Section I, Item 8: T					
	All requests for leave of absence must be in writing. All absences will be counted towards hours offered for the purpose of computing				
0	the 3/4 guarantee. Addendum C: Section I, Item 17 A: Additional Assurances for Clearance Orders:				
The applicant holding office must notify all referred farmworkers, farm labor contractors on behalf of farmworkers, or family heads on					
behalf of farmworker family members, to contact an ES office, preferably the order-holding office, to verify the date of need cited in the					
clearance order between 9 and 5 business days prior to the original date of need cited in the clearance order; and that failure to do so					
will disqualify the referred farmworker from the first weeks' pay as described in paragraph (c)(3)(i) of this section. The SWA must make					
a record of this notification.					

Case Status:

Page C.4 of C.7



i. Job Offer Information 9

1. Section/Item Number *	E.1	2. Name of Section or Category of Material Term or Condition *	Meal Provision - Provision of Meals	
3. Details of Material Term or Condition (up to 3,500 characters)* Employer will furnish free & convenient cooking & kitchen facilities so that worker may prepare own meals. Employer will provide cooking, food preparation, & serving utensils along with housing and utilities to workers for whom housing must be provided (workers who are unable to return to their place of residence the same day) at no cost to the workers. Employer will provide transportation no less than once a week to the nearest neighboring town to assure worker access to stores where one can purchase groceries if the employer is providing cooking & kitchen facilities. Dining, full kitchen/cooking facilities and other common areas will be shared by all workers.				
j. Job Offer Information 10				
1. Section/Item Number *	F.1	2. Name of Section or Category of Material Term or Condition *	Daily Transportation - Daily Transportation	
	orovide	transportation at no cost to the worker from the	ne employer provided housing and/or, as applicable, nd/or centralized pick-up points, as applicable, on a daily basis.	

Case Status:

Page C.5 of C.7



k. Job Offer Information 11

1. Section/Item Number * A.	.11	2. Name of Section or Category of Material Term or Condition *	Pay Deductions - Payroll	
1. Section/Item Number* A.11 2. Name of Section or Category of Material Term or Condition * Pay Deductions - Payroll 3. Details of Material Term or Condition (up to 3,500 characters)* The employer will make the following deductions as applicable: FICA (X) Federal Taxes (X) State Taxes, court ordered child support, garnishments and liens according to individual circumstances, all as required by law, repayments of cash advances or loans, & repayment of over payment of wages to the worker. Reasonable repair costs of damage to housing other than that caused by normal wear and tear, or any willful damage to or loss of equipment/tools will be deducted from workers found to have been responsible for such damage to housing or loss of equipment/tools. Other deductions may be made if expressly authorized by the worker in writing.				
I. Job Offer Information 12				
1. Section/Item Number * A.	8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - Additional Housing Information	
3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) * Housing & utilities are provided at no cost to workers who are unable to return to their place of residence the same day. Housing will be provided to workers only. No person who is not an employee and has not been assigned housing will be permitted to occupy the housing. Workers will be assigned to employer provided housing by the owner or manager and must occupy the quarters assigned to them. Employer retains possession and control of the housing premises at all times, and worker, if provided housing under the terms of this work agreement, shall vacate the housing promptly upon termination of employment with the employer who provides the housing, in accordance with state law. Reasonable repair cost of damage, other than that cause by normal wear and tear, will be charged to the workers found to be responsible for damage to housing or furnishings. Housing will be clean and in compliance with ETA 20 CFR 654 Housing Standards. Has complete furnishings with appliances. Worker will be responsible for maintaining housing in a neat & clean manner and in compliance with Work Rules which will be provided upon hiring and are attached hereto and incorporated by reference in this application.				
All housing is group housing in which all workers will share kitchens and common areas without regard to gender. Female workers, however, will be provided with sleeping facilities shared only with other family members or with other females. Sex-segregated toilet facilities will be provided.				
If one has not already been performed at the time of this filing, Shepherd Grain Farms, LLC requests a timely inspection (prior to occupancy) of employer-provided worker housing by the Virginia Employment Commission at any reasonable time to verify its condition so as to ensure that all worker housing meets standards no later than 30 days prior to occupancy.				
Housing is expected to be occupied by August 1, 2021.				

Page C.6 of C.7



m. Job Offer Information 13

1. Section/Item Number *	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - Job Duties Continued	
 3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) * Work may include mechanized field work using power equipment. By way of example and not limited to power equipment which may include tractors, planters, sprayers, cultivators, and other farm equipment. Workers will be expected to be able to operate agricultural equipment with or without direction. Workers should be able to work on their feet in bent positions for long periods of time. Allergies to ragweed, goldenrod, insect spray, related chemicals, etc. may affect workers' ability to perform the job. Workers should be physically able to do the work required with or without reasonable accommodations. Workers are exposed to wet weather early in the morning through the heat of the day working in the fields. Temperatures may range from 10 degrees to in excess of 100 degrees F. Workers may be required to work during occasional showers not severe enough to stop field operations. 				
n. Job Offer Information 14				
1. Section/Item Number *	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - Descrip of specific services or labor to be performed	
3. Details of Material Term or Condition (<i>up to 3,500 characters</i>)* Worker must have three months (3) prior positive verifiable work experience in position offered. The employer may terminate the worker with notification to the employment service if employer discovers a criminal conviction record or status as a registered sex offender that employer reasonably believes, consistent with current law, will impair the safety and living conditions of other workers. The employer retains the right to discharge an obviously unqualified worker, malingerer or recalcitrant worker who is physically able but does not demonstrate the willingness to perform the work necessary for the employer to grow a premium quality product, or for any other lawful reason. In addition, if the work performance is not acceptable to the employer, the worker's employment will be terminated. All terms and conditions in this job order will apply equally to all workers, both US workers and H-2A workers, employed in the position described in this job order.				
	Page C.7 of C.7			