### Agricultural Clearance Order Form ETA-790 U.S. Department of Labor



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-9142A) must complete the Form ETA-790 and attach a completed ETA-790A. All other employers submitting agricultural clearance orders must complete the Form ETA-790 and attach a completed ETA-790B. Employers and authorized preparers 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

FOR STATE WORKFORCE AGENCY (SWA) USE ONLY  Questions 1 through 17						
Clearance Order Number *     3250244	2. Clearance C	te * 3. Clearance Order Expiration Date * 8/14/2023				
4. SOC Occupation Code * 45-2092.00	5. SOC Occupation Title * Farmworkers and Laborers, Crop, Nursery, and Greenhouse					
	SWA Order He	olding Office C	Contact Informa	tion		
6. Contact's last (family) name * GARCIA		. First (given) r	name *		8. Middle name(s) §	
9. Contact's job title * AGRICULTURE AND FOF	9. Contact's job title * AGRICULTURE AND FOREIGN LABOR SPECIALIST					
10. Address 1 * 10304 SPOTSYLVANIA A	VE.					
11. Address 2 (suite/floor and number) § SUITE 100						
12. City * FREDERICKSBURG			13. State * Virginia		14. Postal code * 22408	
15. Telephone number * 540-621-1007	16. Extension			vec.	virginia.gov	

## **II. Employer Contact Information**

1. Legal Business Name *						
Pleitez Produce Farm, LLC						
2. Trade Name/Doing Business As (DB						
2. Trade Name/Being Basiness No (BB	7 t), ii applicable 3					
0 0 + - + - + - + - + - + - + - + -	14 5	::	5 Middle 12 2 2 2 4 2 0			
3. Contact's last (family) name *		irst (given) name *	5. Middle name(s) §			
Pleitez	Ast	ria				
6. Contact's job title *						
Owner						
7. Address 1 *						
8324 Newland Road						
8. Address 2 (suite/floor and number) §						
9. City *		10. State *	11. Postal code *			
Warsaw		Virginia	22572			
12. Telephone number *	13. Extension §	14. Business email address *				
+1 (804) 366-7020		admin@laborservicesi	international.com			
15. Federal Employer Identification Nur	15. Federal Employer Identification Number (FEIN from IRS) * 16. NAICS Code *					
		11121				

## III. Type of Clearance Order

Indicate the type of agricultural clearance order being placed with the SWA for recruitment of U.S. workers. (choose only)	☑ 790A (placed in connection with an H-2A application)
one) *	☐ 790B (not placed in connection with an H-2A application)

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## A. Job Offer Information

1. Job Title *	General Farr	nworker								
2. Workers	a. Total	b. H-2A Wo	orkers			Period	of Intended E	Employment		
Needed *	5	5			Date * 4/10			ast Date * 1	12/18/2	023
	o generally require oceed to question						a week? *	☐ Y	es 🗹 N	lo
6. Anticipated	days and hours o	f work per we	eek (an e	entry is requ	ired for each bo	x below) *	-	7. Hourly	Work Sch	edule *
40	a. Total Hours	7 c.	Monday	7	e. Wedneso	lay <b>7</b>	g. Friday	a. <u>7</u> :	00 🛮 /	AM PM
0	b. Sunday	7 d.	Tuesda	7	f. Thursday	5	h. Saturday	b. <u>4</u> :	00 🔲 /	
	s - Description of t				ervices and V		Information			
See Adder	dum C									
8b. Wage Off	_	Per *	8d. P	iece Rate	Offer § 8e		ate Units / Es Pay Informati		urly Rate /	1
\$ <u>14</u>	<i>,</i> i	HOUR MONTH	\$	<u> </u>	-					
	eted <b>Addendum A</b> and wage offers a				on on the cr	ops or agr	icultural activ	vities to be	☑ Yes	□ N/A
10. Frequenc	y of Pay: *	] Weekly	☐ Biwe	ekly [	Other (spe	cify): N/A	4			
	leduction(s) from p in response on this form ndum	•			,					

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	•					
B. Minimum Job Qualifications/Requirements						
1. Education: minimum U.S. diploma/degree requ						
☑ None ☐ High School/GED ☐ Associate's		s ☐ Master's or high	ner	(JD, MD, etc.)		
2. Work Experience: number of months required	1. 3 0	3. Training: number	r of months required.	* 0		
4. Basic Job Requirements (check all that apply)	§			-		
a. Certification/license requirements		f. Exposure to ext	-			
□ b. Driver requirements		g. Extensive push				
<ul><li>□ c. Criminal background check</li><li>□ d. Drug screen</li></ul>		☑ h. Extensive sittin ☑ i. Frequent stoopi				
☑ e. Lifting requirement 75 lbs.		☑ j. Repetitive move				
5a Supervision: does this position supervise	Yes <b>☑</b> No	5b. If "Yes" to quest	ion 5a, enter the num orker will supervise. {			
6. Additional Information Regarding Job Qualifica	ations/Require		'	<u>'</u>		
(Please begin response on this form and use Addendum C if additional space is needed. If no additional skills or requirements, enter "NONE" below)  Must able to lift & carry 75 lbs. Workers may be required to take random, post-accident, and/or upon suspicion drug test post hire at no cost to worker. Must have legal authority to work in the US. Must have three months positive verifiable prior experience in job offered.						
C. Place of Employment Information						
Place of Employment Address/Location *     Pleasant Retreat Lane						
2. City *	3. State *	4. Postal Code *	5. County *			
Montross	Virginia	22520	Westmoreland			
<ol> <li>6. Additional Place of Employment Information.</li> <li>a)8458 Powhatan Road, King George</li> </ol>						
b)8324 Newland Road, Warsaw, VA	22572; Ric	chmond County	•			
7. Is a completed <b>Addendum B</b> providing addition agricultural businesses who will employ worke attached to this job order? *				☐ Yes ☑ N/A		
D. Housing Information						
1. Housing Address/Location *						
915 Jones Creek Road 2. City *	3. State *	4. Postal Code *	5. County *			
Warsaw	Virginia	22572	Richmond			
6. Type of Housing (check only one) *	tal or public	1		. Total Occupancy *		
, ,	mot all applied	able standards: *				
9. Identify the entity that determined the housing  ☑ Local authority ☑ SWA ☐ Other State			Other (specify):			
10. Additional Housing Information. (If no additional						
Has 3 bedrooms, 2 baths, with electric		· ·				
11. Is a completed <b>Addendum B</b> providing addit workers attached to this job order? *	ional information	on on housing that wil	I be provided to	☑ Yes □ N/A		

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## E. Provision of Meals

Describe						
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## G. Referral and Hiring Instructions

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	nployer's authorize r the job opportunity			
2. Telephone Number to Apply * +1 (804) 366-7020	3. Extension § N/A	4. Email Address to Apply * pleitezproduce@yahoo.com		
5. Website Address (URL) to Apply * www.vec.virginia.gov				
H. Additional Material Terms and Cond	itions of the Job C	Offer		
1. Is a completed <b>Addendum C</b> 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? *				
I. Conditions of Employment and Assu		•		
By virtue of my signature below I HERERY CE	RTIFY my knowledg	e of and compliance with applicable Federal State	and local employment-	

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

- 1. <u>JOB OPPORTUNITY</u>: 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 part 653, subpart F and the requirements set forth in 20 CFR 655, subpart B. 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 part 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.
- 2. NO STRIKE, LOCKOUT, OR WORK STOPPAGE: Employer assures that this job opportunity, including all places of employment for which the employer is requesting temporary agricultural 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).
- BOUSING FOR WORKERS: Employer agrees to provide or secure housing for the 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, and/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 or public housing are provided to workers, the employer agrees to pay all housing-related charges directly to the housing's management. The employer agrees that charges in the form of deposits for bedding or other similar incidentals related to 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, and/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 employer provides evidence that housing has been inspected and approved or, in the case of rental or public accommodations, is otherwise in full compliance.

- 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. **EMPLOYER-PROVIDED TOOLS AND EQUIPMENT**: 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), .210(d), or .302(c).

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MEALS: 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). When a charge or deduction for the cost of meals would bring the worker's wage below the minimum wage set by the FLSA at 29 U.S.C. 206, the charge or deduction must meet the requirements of 29 U.S.C. 203(m) of the FLSA, including the recordkeeping requirements found at 29 CFR 516.27.

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).

- TRANSPORTATION AND DAILY SUBSISTENCE: Employer agrees to provide the following transportation and daily subsistence benefits 7 to eligible workers.
  - 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 came to work for the employer's place of employment, whether in the U.S. or abroad. 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 be 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).

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).

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 place of employment to such subsequent employer's place of employment, 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's place of employment to such subsequent employer's place of employment, 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 employer's obligation to hire U.S. workers who apply or are referred after the employer's date of need during the recruitment period set out in 20 CFR 655.135(d). 20 CFR 655.122(h)(2).

Daily Transportation

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

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 500.104 or 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 threefourths 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 time as specified in the job order. All hours of work actually performed may be counted by the employer in calculating whether the period of guaranteed employment has been met. Any hours the worker fails to work, up to a maximum of the number of hours specified in the job order for a workday, when the worker has been offered an opportunity 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).

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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 CFR 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. <u>EARNINGS RECORDS</u>: 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. The records must include each worker's permanent address, and, when available, permanent email address, and phone number(s). 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. **HOURS AND EARNINGS STATEMENTS**: 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), a prevailing wage rate, the agreed-upon collective bargaining rate, the Federal minimum wage, or the State minimum wage, whichever is highest, 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 wage rate, Federal minimum wage, State minimum wage, or any agreed-upon collective bargaining rate, whichever is highest. If the applicable AEWR or prevailing wage is adjusted during the contract period, and that new rate is higher than the highest of the AEWR, the prevailing wage, the collective bargaining rate, the Federal minimum wage, or the State minimum wage, the employer will increase the pay of all employees in the same occupation to the higher rate no later than the effective date of the adjustment. If the new AEWR or prevailing wage is lower than the rate guaranteed on this job order, the employer will continue to pay at least the rate guaranteed on this job order.

If the worker is paid on a piece rate basis, the piece rate must be no less than the prevailing piece rate for the crop activity or agricultural activity and, if applicable, a distinct work task or tasks performed in that activity in the geographic area, if one has been issued. At the end of the pay period, if 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, 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 guarantees 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. ABANDONMENT OF EMPLOYMENT OR TERMINATION FOR CAUSE: If a worker voluntarily abandons employment before the end of the contract period, or is terminated for cause, the 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 U.S. 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 after the worker fails to show up for work at the regularly scheduled time 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 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

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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 incurred by the worker to that employer's place of employment. The amounts the employer will pay for 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

The employer is not required to pay for transportation and daily subsistence from the place of employment to a subsequent employer's place of employment 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 place of employment to the subsequent employer's place of employment. 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 or who does not require a visa for entry to the United States, 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 work contract at minimum will be the terms of this clearance order, including all Addenda, the certified *H-2A Application for Temporary Employment Certification* and any obligations required under 8 U.S.C. 1188, 29 CFR part 501, or 20 CFR part 655, subpart B. 20 CFR 655.122(q).

### 17. ADDITIONAL ASSURANCES FOR CLEARANCE ORDERS:

common carrier transportation charges for the distances involved. 20 CFR 655.122(o).

- 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 first date of need, unless the employer has amended the first date of need at least 10 business days before the original first date of need by so notifying the Order-Holding Office (OHO) in writing (e.g., email 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 first date of need expeditiously. 20 CFR 653.501(c)(3)(i).
  - If there is a change to the anticipated first date of need, and the employer fails to notify the OHO at least 10 business days before the original first 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 first 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/or 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.

Last (family) name * Pleitez	2. First (given) name * Astrid	3. Middle initial §
4. Title * Owner		

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5. Signature (or digital signature) *			6. Date signed *
Digital Signature Verified and Retained	Parkini	Man-	2/1/2023
Ву	Confing	Jours	

For Public Burden Statement, see the Instructions for Form ETA-790/790A.

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

Crop ID	Crop or Agricultural Activity	Wage Offer	Per	Piece Rate Units / Estimated Hourly Rate / Special Pay Information
	Ag-Vegetables/fruits	\$ <u>91</u>	Hou r	
	Ag-Hay	\$91	Hou r	
		<b>\$</b>		
		\$		
		\$		
		\$		
		\$		
		<b>\$</b>		
		\$		
		\$		

For Public Burden Statement, see the Instructions for Form ETA-790/790A.

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1. Type of Housing *	2. Physical Location *	3. Additional Housing Information §	4. Total Units *	5. Total Occupancy *	6. Inspection Entity *
<ul><li>☑ Employer-provided</li><li>☐ Rental or public accommodations</li></ul>	25240 Tidewater Trail Port Royal, Virginia 22535 CAROLINE	Housing consists of a singlewide mobile home located at 25240 Tidewater Trail, Port Royal, VA 22535 with electric heat. 2 bedrooms 2 bathrooms.	1	4	<ul><li>☑ Local authority</li><li>☑ SWA</li><li>☑ Other State authority</li><li>☑ Federal authority</li><li>☑ Other</li></ul>
☐ Employer-provided☐ Rental or public accommodations					□ Local authority □ SWA □ Other State authority □ Federal authority □ Other
□ Employer-provided □ Rental or public accommodations					□ Local authority □ SWA □ Other State authority □ Federal authority □ Other
☐ Employer-provided☐ Rental or public accommodations					□ Local authority □ SWA □ Other State authority □ Federal authority □ Other
☐ Employer-provided☐ Rental or public accommodations					□ Local authority □ SWA □ Other State authority □ Federal authority □ Other

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### H. Additional Material Terms and Conditions of the Job Offer

_	lah	Offor	Information	1	

Section/Item Number *	A.8a	Name of Section or Category of Material Term or Condition *	Job Duties
1. Geolor/Item Number		2. Name of Section of Category of Material Term of Condition	

3. Details of Material Term or Condition (up to 3,500 characters) \*
To perform various duties associated with the commercial production & harvest of vegetable and strawberry/fruit crops & cut flowers. Workers will perform work according to supervisors instructions. Loading & unloading of products to trucks, storage cooler, and at market. Job involves stooping, bending, lifting and working outside in inclement weather & outdoor temps of below 30 degrees to an excess of 100 degrees. Must be able to lift & carry up to 75lbs. Workers may be required to take random and/or post accident drug test, and background check post hire at no cost to worker. Testing positive or failure to comply may result in immediate termination from employment. Must have legal authority to work in the US. Must have three in

General Conditions Applicable to All Crops; Work begins at an assigned time shortly after daylight. Work is performed under various weather conditions. Workers will work and perform repetitive tasks on their feet in bent and stooped positions for long periods of time. Workers will use muscles to lift, push, pull, or carry heavy objects in loading and unloading trucks. All of the tasks in this job description constitute one (1) job; the employer may assign workers to different tasks on any day or to multiple tasks during the same day in the sole judgment of the employer. Workers may be required to perform work on the farm that is incidental to producing the crops such as performing hand weeding or hoeing, greenhouse/equipment/vehicle cleaning and repairing buildings, maintaining grounds, operate tractor/farm equipment, incidental crop setup when needed, and movement of irrigation systems and equipment, gardening, cleaning around ponds & fields. This is a very demanding and competitive business in which quality specifications must be rigorously adhered to. Sloppy work cannot and will not be tolerated.

Seven to eight hours per day is normal. Workers may be offered more than the specified work in a single day. The worker may be requested but not required to work 12-14 hours per day and/or on the Sabbath or Federal holidays depending upon the conditions in the fields, weather, and maturity of the crop. The employer will designate time for lunch and breaks. Worker may be requested to work Saturday and Sunday during peak times and special needs but not required. These requirements pertain to both H-2A and US workers. Extreme heat, cold or drought may affect working hours. Employer will offer 40 hours/week, weather and crop conditions permitting. Worker will report to work at designated time and place as directed by employer each day

Workers should expect occasional periods of little or no work due to weather, crop, or other conditions beyond the control of the employer. This can occur anytime throughout the season. As a general matter, working hours will be divided between duties related to vegetable/fruit, hay farming depending on the employers needs. Given that the demands of agricultural production are unpredictable and determined by factors to include weather, crop conditions, market demands and seasonal task needs and numerous other factors, it is impossible to predict with any degree of accuracy the percentage of time that will be dedicated to any specific task.

If an updated AEWR for the occupational classification and geographic area is published in the Federal Register during the work contract, and the updated AEWR is lower than the rate guaranteed on the job order, the employer must continue to pay at least the rate guaranteed on the job order.

### b. Job Offer Information 2

Section/Item Number *	G.1	2. Name of Section or Category of Material Term or Condition *	Referral and Hiring Instructions

3. Details of Material Term or Condition (up to 3,500 characters) \* Contact Employer at the number listed 790 Section II, Item 12 Monday Friday 9:00 a.m to 3:00 p.m. excluding all federal holidays.

All local and intrastate (in state) applicants and interstate (out of state) applicants are to contact the local Virginia Employment Commission Workforce Center office in order to ascertain current employment, crop, or housing information and to enable proper arrangements to be made. It will be the responsibility of the Workforce Commission office to inform job seekers of the terms and conditions of this clearance order. Only workers meeting all qualifications on the job order should be referred. Interview will be performed either in person or by telephone. If several applicants are going to be referred at the same time, it is requested to contact the employer in advance to schedule a time and date of interview. It is requested that the SWA give each referral a copy of the clearance order ETA 790 along with all attachments. The actual employment offer is at the sole discretion of the employer. Applicants who arrive at the place of employment, referred to as walk-ins or gate hires, will be accepted until 50% of the contract period has elapsed from the application start date.

Workers hired pursuant to the job offer from within normal commuting distance will not be provided housing, subsistence, or transportation.

SWAs should fully apprise workers of the job specifications and terms and conditions of employment before a referral is made. Workers must meet all of the following criteria:

- (a.) Available and willingness to work for the entire season
- (b.) Have transportation to job site at start of season daily for local workers and start of season for non-local workers.
- (c.) Fully apprised and aware of the terms, conditions, and nature of employment.
- (d.) Legally entitled to work in the US. Workers must provide documentation to enable employer to comply with the employment verification requirements and accurate completion of the I-9 Employment Verification form within three (3) days of employment according to US Law.
- (e.) Able, willing, and qualified to perform the work.

Order holding office:

VA Employment Commission Workforce Ctr

10304 Spotslyvania Ave. Ste 100, Fredericksburg, VA 22408

Telephone: (540) 322-5757

Worker must have necessary documents to complete INS Form I-9 upon hiring but not prior to the interview. Workers will have up to three (3) days from date of hire to provide I-9 documents.

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c Joh Offer Information 3

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### H. Additional Material Terms and Conditions of the Job Offer

1. Section/Item Number * F.1 2. Name of Section or Category of Material Term or Condition * Daily Transportation - Daily Transportation	o. deb ener imermation e		
	1. Section/Item Number * F.1	2. Name of Section or Category of Material Term or Condition *	Daily Transportation - Daily Transportation

3. Details of Material Term or Condition (up to 3,500 characters) \*

The employer will provide transportation at no cost to the worker from the employer provided housing and/or, as applicable, centralized pick-up points to the work site and return to such housing and/or centralized pick-up points, as applicable, on a daily basis.

Vehicles utilized to transport workers on a daily basis: 1 SUV capacity for 8 seat; 1 car capacity for 5 seats; 4 box truck vans capacity for 2 seats; 1 box truck capacity for 3 seats.

Workers will be provided employer owned transportation from housing or other centralized pre-determined location at the beginning of each workday and back at the end of each workday according to the daily work schedule in the contract, as a general rule. The daily transportation schedule/mode of transportation is subject to change based on daily activities as agricultural operations can be unpredictable.

### d. Job Offer Information 4

	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - Job Duties - continued
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3. Details of Material Term or Condition (up to 3,500 characters) \*
For food and general personal safety purposes, all workers will be required and expected to follow common sanitary practices at all times. This is particularly critical when hand harvesting crops for human consumption. Workers are required to cleanse their hands by washing them thoroughly with soap and water after using the bathroom and before entering the fields for harvest activities.

Workers will perform work in greenhouses and vegetable/strawberry/blackberry farm. Workers will plant, cultivate, and harvest vegetables and fruits. This will include work on planter, planting roots, seeds, and bulbs. May spread and or remove plastic or other ground covering. Workers will cultivate, weed, thin, transplant by riding on trans-planter or plants by hand. Workers may stake, tie plants, trellis or prune plants, set poles & wires for vine plants. Picks cuts, lifts or pull crops to harvest them. Hook up, maintain & operate drip irrigation system, assist with fertilization. Assist with building seasonal holding houses. Workers will assist in greenhouse preparation of plants.

Workers may be required to perform variable tasks such as irrigation, ditching, shoveling, hoeing, hauling, ground preparation, weeding by hand, & other tasks related to farm operation. May assist with farm grounds & building maintenance. Workers will bend & stoop considerably to pick vegetables according to size, color, shape & degree of maturity and place into field containers. Workers may carry full containers weighing up to seventy? five (75) pounds and empty into field bin or load onto trailer lifting to a height of 5 feet for long periods of time. Workers will assist in loading & unloading trucks. Workers may be required to pull and discard culls as directed by the supervisor. Pickers will take care not to bruise or scar the produce. Product may be washed, packed, loaded & unloaded for transport to market.

For cucumbers, corn, okra, squash, bell peppers, eggplant, hot peppers, tomatoes, cherry tomatoes, green beans, lima beans, peas, blackberries, strawberries, beets, onions, turnips, radish, jalapeno peppers, cuban long banana peppers, carrot, roma beans & herbs: Workers will bend and stoop to pick vegetables according to size, color, shape and degree of maturity and place into field containers. Workers may carry full containers weighing up to to seventy ?five (75) pounds and empty into field bin or load onto trailer. Workers may be required to pull and discard culls as directed by the supervisor. Pickers will take care not to bruise or scar the produce. Pre-harvest activities for tomatoes may include staking, tying, transplanting, and pruning. For watermelons, honey dew melons, pumpkins, gourds, melons, and cantaloupes: Workers will walk along rows and cut melons according to size, color, shape and degree of maturity using a knife. Workers may be required to carry to trailer or window. Pay rate is hrly.

For cabbage, collards, kale mustard greens, lettuce, spinach, broccoli, cauliflower, turnip greens, chard, cresses: Workers will cut mature cabbage heads and bunches of collards, kale & mustard greens using a knife as specified by the supervisor. Products will then be placed into sacks or boxes and placed on a trailer for transport. Workers may grade products removing bad or damaged leaves and repack for shipment. Workers will be required to stay on their assigned row. All cabbage, collard, kale, and mustard greens work will be paid hrly

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## H. Additional Material Terms and Conditions of the Job Offer

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	Section/Item Number *	A.8a	Name of Section or Category of Material Term or Condition *	Job Duties - Job Duties - continued
	3. Details of Material Term or For potatoes and sweet potato	Condition es: Worke	(up to 3,500 characters) * ers will walk along row, which has been previously plowed. Worker w	will bend over, scratch the dirt and pick out potatoes. Potatoes which are one (1) inch in
	diameter and larger will be pla	ced in 5/8 i	nch bushel buckets. Potatoes smaller than one (1) inch in diameter nd avoid bruising. Workers will be required to stay on their assigned	r are discarded in the row middle. Filled buckets are taken to trucks or trailers for emptying.
				pears at ground level. Worker may operate self-propelled harvesting aid on which workers d at butt) are discarded. Spears over? inch in diameter which exceed 7? inches in length
		, ,	earhead which has begun to open will be discarded. Spears meetin will be required to stay on their assigned row. All asparagus work wi	g harvest specifications will be placed in a straight fashion in field buckets and carried to
	For hay and straw: Workers wi	ill move alo	, , , , , , , , , , , , , , , , , , , ,	lifting 30 to 60 lb bales. Workers will load and stack bales onto a truck or trailer, move tractor
	For strawberries, workers will I	help install	black plastic and drip irrigation on rows in field being careful to cove	er all exposed edges of plastic cover with soil and be careful not to tear or punch holes in incidental to performing required tasks on the ground. Workers will plant strawberry plants in
	plants and from the row middle	es. Workers	s may carry full container weighing approximately six (6) lbs & empty	h in the soil as they grew in the greenhouse. Workers will remove weeds from around the y into field bins or load onto trailers. In some cases, workers will be expected to fill a 4-
	buckets of berries will be inspe	ected for qu	ality and loaded for transportation to roadside market. Depending of	to be picked in. When full, carried to end of rows at designated truck-loading place. Then the on market demand, workers may also be required to pick strawberries in cups, clamshells
ı	Land/or tlats - Strawherries harv	rested spec	cifically for sale at a roadside stand as fresh market specialty basket	( CONTAINERS MUST be field draded

### f. Job Offer Information 6

Section/Item Number *	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - Job Duties - continued
take extreme care not to damage strawberries. In some instances For blackberries, workers will pla decayed or undersized berries a weighing approximately twelve ('designated truck-loading place. and/or flats. Blackberries harves ensure that each blackberry is ur may include weeding and transp For cantaloupes: Workers will w damage the tender young plugs. harvest is completed, workers wi Work may include mechanized fi	the delicate, workers man, cultivate, coording to si 2) lbs. and et The buckets and specifica damaged ar lanting and o allk along row Workers will lb e requireceld work usir	berries. Quality and workmanship is of the utmost importance. Pre-harves y be required to remove the plastic and drip irrigation tape from the row and and harvest berries. Workers will remove weeks from around the plants an upervisor?s instructions. Workers must carefully remove any undesirable b empty into field bins or load onto trailers. Workers must not completely fill the of berries will be inspected for quality and loaded for transportation to roads ally for sale at a roadside stand as fresh market specialty basket containers and perfect. All berries must be handled carefully to prevent bruises or finger ther tasks for maintenance of blackberries. Pre-harvest activities may also we and cut melons according to size, color, shape and degree of maturity us I perform routine maintenance including pulling weeks and cleaning drip irri-	Indigenous the row middles. Workers will be expected to pick fully ripe blackberries, discard any deformed, perries from plant that would later cause fungi to attack the plant. Workers may carry? full container neir 1 gallon bucket as it will cause bruising to the berries. When? full, carried to end of rows at side market. Depending on market demand, workers may also be required to pick blackberries in cups must be field graded. For berries harvested for sale at roadside stands, extra care must be used to rnail cuts. Quality and workmanship is of the utmost importance. Pre-harvest activities for blackberries include staking, tying, transplanting, and pruning. sing a knife. Workers may be required to carry to trailer or window. Workers must be careful not to gation equipment. Workers will be expected to grade, sort, and place in shipping containers. After

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## H. Additional Material Terms and Conditions of the Job Offer

g. Job Offer Information 7					
Section/Item Number *	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - Job Duties - continued		
related chemicals, e or without reasonab Workers are expose	able to wate. may alle accored to we in excession was alled to we in excession was alled to water all the water alled to water all the water alled to water alled to water alled to water all the water alled to water all the wa	vork on their feet in bent positions for long pe affect workers? ability to perform the job. Wo nmodations. It weather early in the morning through the he	eriods of time. Allergies to ragweed, goldenrod, insect spray, orkers should be physically able to do the work required with eat of the day working in the fields. Temperatures may range ed to work during occasional showers not severe enough to		
h. Job Offer Information 8					
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, Pleitez Produce Farm, LLC requests a timely inspection (prior to occupancy) of employer-provided worker housing by the Virginia Employment Commission Workforce center 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	y April 10, 2023.			
For Public Burden Sta	ntement, se	ee the Instructions for Form ETA-790/790A.			

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### H. Additional Material Terms and Conditions of the Job Offer

İ	Job	Offer	Information	9

1. Section/Item Number * B.6	.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Miscellaneous

3. Details of Material Term or Condition (up to 3,500 characters) \*

Addendum C: Section I, Item 1: Job Opportunity

In the event of any conflict between the English and Spanish versions of this document, the English shall govern. Addendum C: Section I, Item 8: Three-fourths Guarantee:

All requests for leave of absence must be in writing. All absences will be counted towards hours offered for the purpose of computing 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.

i. Job Offer Information 10

	Section/Item Number *	E.1	2. Name of Section or Category of Material Term or Condition *	Meal Provision - Provision of Meals
ı				

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.

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k. Job Offer Information 11	ms and C	onditions of the Job Offer				
Section/Item Number *	A.11	2. Name of Section or Category of Material Term or Condition *	Pay Deductions - Payroll			
garnishments and lie repayment of over p wear and tear, or an	ake the ens acca ayment y willful	following deductions as applicable: FICA (X) ording to individual circumstances, all as requof wages to the worker. Reasonable repair c damage to or loss of equipment/tools will be	Federal Taxes (X) State Taxes, court ordered child support, uired by law, repayments of cash advances or loans, & osts of damage to housing other than that caused by normal deducted from workers found to have been responsible for ay be made if expressly authorized by the worker in writing.			
I. Job Offer Information 12						
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.						
For Public Burden Statement, see the Instructions for Form ETA-790/790A.						

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### H. Additional Material Terms and Conditions of the Job Offer

m. Job Offer Information 13

Section/Item Number * B.6     Name of Section or Category of Material Term or Condition	Job Requirements - Work Rules Page 1 of 2
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# 3. Details of Material Term or Condition (up to 3,500 characters) \*

Although not intended to be a complete list, these work rules are intended to provide guidance to workers of standards of conduct expected of them.

Notice is provided that violation of lawful job-related employer requirements, including these work rules, will be considered grounds for immediate termination of a worker's employment. Penalties such as suspension from work opportunity for the remainder of a day to three days may be made in the case of less serious violations

Workers are expected to comply with all rules relating to discipline, attendance, work quality and effort, and the care and maintenance of all property provided to them by the employer.

- 1. Workers who perform sloppy work may be suspended without pay for the remainder of a workday or for up to three days in the sole judgment of their supervisor, depending on the degree of the infraction, the worker's prior record and other relevant factors. Discharge of the worker may result from any subsequent offense.
- 2. No use or possession of beer, liquor, marijuana or illegal drugs is permitted during work time or during any workday before work is completed for the day (such as during meals); workers may not report for work under the influence of beer, liquor, or illegal drugs. Employees may be terminated for excessive use of alcohol, drunk and/or disorderly conduct on employer premises, including housing. Illegal drugs may not be used, sold, manufactured or kept on any employer premises, including housing. Workers may be required to take random, post-accident, and/or upon suspicion drug test at no cost to worker, post hire.
- 3. Excessive absences will not be permitted. This is regular, everyday work for which employees are expected to be present, able and willing to perform every scheduled workday. This is not sporadic or "day work." Excessive or repeated tardiness is not acceptable. Any absence from work must be reported by 7AM. Five consecutive workdays of unexcused absence will constitute abandonment of employment and worker will be terminated.
- 4. Workers shall maintain any living quarters provided to them clean and in good repair, given reasonable wear and tear. Workers shall cooperate in maintaining common kitchen and living areas. No pets of any kind are permitted
- 5. All posters required by federal and state law will be posted at each camp. They are not to be removed, defaced, or altered in any way. Workers who wish copies may ask their supervisor.
- 6. All housing must be locked each morning before leaving for work. Lights and unnecessary heat should be turned off; doors and windows closed in event and rain and when heat is turned on.
- 7. Workers living in employer's housing assigned to bunk beds many not separate bunk beds, as floor space in sleeping rooms is needed by all occupants.
- 8. Workers living in employer's housing many not cook in sleeping rooms or any other non-kitchen areas. Employer furnishes cooking facilities and equipment. 9. Workers may not drop paper, cans, bottles and other trash in fields, work areas, or on housing premises. Trash and waste receptacles must be used.
- 10. Workers may not take unauthorized breaks from work. This includes personal cell phone calls during work hours.
- 11. Workers may not leave the field or other assigned work area without permission of employer or person in charge.
- 12. With the exception of the workers' assigned housing, workers may not enter employer's premises without authorization.

### n. Job Offer Information 14

1. Section/Item Number *	B.6	Name of Section or Category of Material Term or Condition *	Job Requirements - Work Rules Page 2 of 2		
3. Details of Material Term or Condition (up to 3,500 characters) *					

- 14. Workers living in employer's housing may not entertain guests in housing premises after 10:30 p.m. except on Saturday night on which night guest hours end at 12:00 midnight. No persons, other than workers assigned by employer to a room, may sleep in any room. Workers and/or their guests may not engage in indecent, immoral, or illegal conduct at any time on the employer's premises or in an

employer-owned vehicle. Workers may be terminated upon discovery of a criminal conviction record or status as a registered sex offender that employer reasonably believes will impair the safety and/or living conditions of other workers.

- 15. Workers may not deliberately restrict production, damage plants or bruise fruit.
- 16. Any worker who physically threatens another worker, the employer or any supervisor will be subject to immediate discharge.
- 17. Any worker who is found carrying, using or possessing any dangerous or deadly weapon will be subject to immediate discharge.
- 18. Workers will be discharged for fighting on the employer's premises, including housing premises, at any time.
- 19. Workers may not engage in horseplay, scuffling, throwing things, wasting time or loitering during work hours.
- 20. Workers will be discharged if they steal from fellow workers or the employer.
- 21. Workers will not falsify identification, personnel, medical, production or other work-related records.
- 22. Workers may not willfully abuse or destroy any machinery, truck or other vehicle, equipment, tools, or other property belonging to the employer or to other employees.
- 23. Workers may not use or operate trucks or other vehicles, machines, tools, or other equipment and property to which the worker has not been specifically assigned by his supervisor. Workers may not use or operate trucks or other vehicles, tools or other equipment or property for their personal use unless expressly authorized by the employer.
- 24. Workers must not misuse or remove from the farm premises without authorization any employer-owned property.
- 25. Workers must obey all safety rules and common safety practices and must report any injuries or accidents promptly to their supervisor or employer's office.
- 26. Workers must follow supervisor's instructions. Insubordination is cause for dismissal.
- 27. Workers may not make alterations to housing that violate ETA and/or OSHA housing guidelines, as applicable,
- 28. Except as otherwise noted above, employees who violate work rules will be disciplined according to the following schedule:

First offense: oral warning and correction

Second offense: written warning and unpaid leave for balance of pay

Third offense: immediate discharge with written fact statement. Employee will be asked to sign written fact statement.

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H-2A Case Number: <u>JO-A-300-23032-742853</u>	Case Status:	Determination Date:	Validity Period:	to	

Case Status:

## H-2A Agricultural Clearance Order Form ETA-790A Addendum C U.S. Department of Labor



Validity Period: \_\_\_\_\_\_ to \_\_

Determination Date:

H. Additional Material Ter o. Job Offer Information 15	ms and C	onditions of the Job Offer	
Section/Item Number *	F.2	Name of Section or Category of Material Term or Condition *	Inbound/Outbound Transportation - Transportation In/Outbound
which the worker came to a period, or, no later than at a in the Federal Register from and the maximum or the cureceipts. The transportation charges for the distance in the worker completes his employment except when the transportation reimbursement the distance involved. If the worker voluntarily aboreturn transportation and sometimes are the distance involved.	work for the halfway in the place urrent maxin reimburse volved. contract, rhe worker ent will be andons his ubsistence	e employer to the place of employment to the extent that such point in the contract ("50% period"). Daily subsistence (not less from which the worker, without intervening employment will a mum subsistence amount published in the Federal Register to be ement will be calculated on the workers' actual cost but no more meaning his "period of employment", the employer will provide is not returning to the place of departure, and has subsequent calculated on the workers' actual cost but no more than the memployment or is terminated for cause prior to completion of enroute from the place of employment to the place of departure.	order crossing fees, transportation costs and reasonable subsistence from the place worker-borne expenditures reduce the workers' FLSA earnings at the first pay less than \$14.00 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, ravel subsistence of \$59.00 per day will be paid to the workers with acceptable one than the most economical and reasonable similar common carrier transportation or pay the cost of return transportation and subsistence enroute from the place of the employment with an employer who will bear transportation expenses. The lost economical and reasonable similar common carrier transportation charges for this contract, the employer will not be responsible for providing or paying the cost of lare.
p. Job Offer Information 16			
1. Section/Item Number *		2. Name of Section or Category of Material Term or Condition *	
3. Details of Material Term o	r Condition	(up to 3,500 characters) *	
	ntement, s	ee the Instructions for Form ETA-790/790A.	
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