

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 | | | |
| 1. Clearance Order Number * | 2. Clearance Order Issue Date * | 3. Clearance Order Expiration Date * | |
| 3973407 | | 5/3/2025 | |
| 4. SOC Occupation Code * | 5. SOC Occupation Title * | | |
| 45-2092.00 | Farmworkers and Laborers, Crop, Nursery, and Greenhouse | | |
| SWA Order Holding Office Contact Information | | | |
| 6. Contact's last (family) name * | 7. First (given) name * | 8. Middle name(s) § | |
| Caminos | Marina | | |
| 9. Contact's job title * | | | |
| Agriculture and Foreign Labor Specialist | | | |
| 10. Address 1 * | | | |
| 10304 Spotsylvania Aveune | | | |
| 11. Address 2 (suite/floor and number) § | | | |
| Suite 100 | | | |
| 12. City * | 13. State * | 14. Postal code * | |
| Fredericksburg | Virginia | 22408 | |
| 15. Telephone number * | 16. Extension § | 17. Email address * | |
| 540-798-0374 | | foreignlaborcert@viriniaworks.gov | |

II. Employer Contact Information

| | | | |
|--|-------------------------|------------------------------|--|
| 1. Legal Business Name * | | | |
| Bonnie Plants, LLC - 101-1 | | | |
| 2. Trade Name/Doing Business As (DBA), if applicable § | | | |
| | | | |
| 3. Contact's last (family) name * | 4. First (given) name * | 5. Middle name(s) § | |
| Cordle | Al | | |
| 6. Contact's job title * | | | |
| Sr. Director of Operations/King George Manager | | | |
| 7. Address 1 * | | | |
| 2801 Interstate Drive | | | |
| 8. Address 2 (suite/floor and number) § | | | |
| | | | |
| 9. City * | 10. State * | 11. Postal code * | |
| Opelika | Alabama | 36801 | |
| 12. Telephone number * | 13. Extension § | 14. Business email address * | |
| +1 (334) 473-9281 | | al.cordle@bonnieplants.com | |
| 15. Federal Employer Identification Number (FEIN from IRS) * | | 16. NAICS Code * | |
| [REDACTED] | | 4249 | |

III. Type of Clearance Order

| | |
|---|---|
| 1. Indicate the type of agricultural clearance order being placed with the SWA for recruitment of U.S. workers. (choose only one) * | <input checked="" type="checkbox"/> 790A (placed in connection with an H-2A application) <input type="checkbox"/> 790B (not placed in connection with an H-2A application) |
|---|---|

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



H-2A Agricultural Clearance Order
 Form ETA-790A
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A. Job Offer Information

| | | | | | | | | |
|--|----------------|--|-----------------|----------------------------------|--------------|--|---|---------------------------------|
| 1. Job Title * Greenhouse Loader | | | | | | | | |
| 2. Workers Needed * | | a. Total | b. H-2A Workers | 3. First Date * 3/17/2025 | | | | 4. Last Date * 6/20/2025 |
| | | 16 | 10 | | | | | |
| 5. Will this job generally require the worker to be on-call 24 hours a day and 7 days a week? * If "Yes", proceed to question 8. If "No", complete questions 6 and 7 below. | | | | | | | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| 6. Anticipated days and hours of work per week (an entry is required for each box below) * | | | | | | 7. Hourly Work Schedule * | | |
| 40 | a. Total Hours | 7 | c. Monday | 7 | e. Wednesday | 7 | g. Friday | |
| 0 | b. Sunday | 7 | d. Tuesday | 7 | f. Thursday | 5 | h. Saturday | |
| | | | | | | a. 8 : 00 | <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM | |
| | | | | | | b. 4 : 00 | <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM | |
| Temporary Agricultural Services and Wage Offer Information | | | | | | | | |
| 8a. Job Duties - Description of the specific services or labor to be performed. * (Please begin response on this form and use Addendum C if additional space is needed.) See Addendum C | | | | | | | | |
| 8b. Wage Offer * | | 8c. Per * | | 8d. Piece Rate Offer \$ | | 8e. Piece Rate Units / Estimated Hourly Rate / Special Pay Information § | | |
| \$ 16 .16 | | <input checked="" type="checkbox"/> HOUR <input type="checkbox"/> MONTH | | \$ _____ | | | | |
| 9. Is a completed Addendum A providing additional information on the crops or agricultural activities to be performed and wage offers attached to this job offer? * | | | | | | | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A | |
| 10. Frequency of Pay: * <input checked="" type="checkbox"/> Weekly <input type="checkbox"/> Biweekly <input type="checkbox"/> Other (specify): <u>N/A</u> | | | | | | | | |
| 11. State all deduction(s) from pay and, if known, the amount(s). * (Please begin response on this form and use Addendum C if additional space is needed.) See Addendum C | | | | | | | | |



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B. Minimum Job Qualifications/Requirements

| | | | |
|---|----------|--|----------|
| 1. Education: minimum U.S. diploma/degree required. * | | | |
| <input checked="" type="checkbox"/> None <input type="checkbox"/> High School/GED <input type="checkbox"/> Associate's <input type="checkbox"/> Bachelor's <input type="checkbox"/> Master's or higher <input type="checkbox"/> Other degree (JD, MD, etc.) | | | |
| 2. Work Experience: number of <u>months</u> required. * | 3 | 3. Training: number of <u>months</u> required. * | 0 |
| 4. Basic Job Requirements (check all that apply) § | | | |
| <input type="checkbox"/> a. Certification/license requirements <input type="checkbox"/> b. Driver requirements <input type="checkbox"/> c. Criminal background check <input checked="" type="checkbox"/> d. Drug screen <input checked="" type="checkbox"/> e. Lifting requirement <u>60</u> lbs. | | <input checked="" type="checkbox"/> f. Exposure to extreme temperatures <input checked="" type="checkbox"/> g. Extensive pushing or pulling <input checked="" type="checkbox"/> h. Extensive sitting or walking <input checked="" type="checkbox"/> i. Frequent stooping or bending over <input checked="" type="checkbox"/> j. Repetitive movements | |
| 5a. Supervision: does this position supervise the work of other employees? * | | 5b. If "Yes" to question 5a, enter the number of employees worker will supervise. § | |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| 6. Additional Information Regarding Job Qualifications/Requirements. * | | | |
| <i>(Please begin response on this form and use Addendum C if additional space is needed. If no additional skills or requirements, enter "NONE" below)</i> See Addendum C | | | |

C. Place of Employment Information

| | | | | |
|---|------------|------------------|-------------|--|
| 1. Place of Employment Address/Location * | | | | |
| 2259 Kings Highway | | | | |
| 2. City * | 3. State * | 4. Postal Code * | 5. County * | |
| King George | Virginia | 22485 | King George | |
| 6. Additional Place of Employment Information. <i>(If no additional information, enter "NONE" below)</i> * | | | | |
| Employer own and/or controls all worksites. | | | | |
| 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? * | | | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A |

D. Housing Information

| | | | | |
|---|------------|------------------|------------------|--|
| 1. Housing Address/Location * | | | | |
| Greenbriar Drive | | | | |
| 2. City * | 3. State * | 4. Postal Code * | 5. County * | |
| Fredricksburg | Virginia | 22401 | King George | |
| 6. Type of Housing <i>(check only one)</i> * | | | 7. Total Units * | 8. Total Occupancy * |
| <input checked="" type="checkbox"/> Employer-provided <input type="checkbox"/> Rental or public (including mobile or range) | | | 2 | 10 |
| 9. Identify the entity that determined the housing met all applicable standards: * | | | | |
| <input type="checkbox"/> Local authority <input checked="" type="checkbox"/> SWA <input type="checkbox"/> Other State authority <input type="checkbox"/> Federal authority <input type="checkbox"/> Other (specify): _____ | | | | |
| 10. Additional Housing Information. <i>(If no additional information, enter "NONE" below)</i> * | | | | |
| Housing only available to non-local workers (permanent residence outside normal commuting distance) and is not offered to nonworking family members. Employer possesses/controls premises at all times. Workers must vacate housing promptly at end of contract period or upon termination, in accordance with state law. | | | | |
| 11. Is a completed Addendum B providing additional information on housing that will be provided to workers attached to this job order? * | | | | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A |



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E. Provision of Meals

1. Describe how the employer will provide each worker with three meals per day or furnish free and convenient cooking and kitchen facilities. *
 (Please begin response on this form and use Addendum C if additional space is needed.)
 Employer-provided housing includes free and convenient kitchen facilities with appropriate equipment, appliances, cooking accessories, and dishwashing facilities for meal preparation. Workers residing in employer-provided housing will be provided free transportation once per week to/from the closest town or city for personal errands (e.g., groceries, banking services). Dining, kitchen/cooking facilities and other common areas are shared by all workers. In the event that kitchen facilities become unavailable during the contract period, employer will provide three daily meals in accordance with 20 CFR 655.122(g). In such circumstances, employer will deduct the cost of such meals up to the maximum allowable amount published in the Federal Register, or as otherwise approved by the U.S. Department of Labor.

2. The employer: *

| | | | |
|---|------------|---------------------------------|--|
| <input type="checkbox"/> WILL NOT charge workers for meals. | | | |
| <input checked="" type="checkbox"/> WILL charge each worker for meals at | \$ 15 . 88 | per day, if meals are provided. | |

F. Transportation and Daily Subsistence

1. Describe the terms and arrangements for daily transportation the employer will provide to workers. *
 (Please begin response on this form and use Addendum C if additional space is needed.)
 The employer will provide free daily transportation via the following vehicles authorized to transport workers:
 - 2011 Ford - Econoline van, with 12-passenger capacity

2. Describe the terms and arrangements for providing workers with transportation (a) to the place of employment (i.e., inbound) and (b) from the place of employment (i.e., outbound). *
 (Please begin response on this form and use Addendum C if additional space is needed.)
 Employer will permit workers to select any means of transportation they choose and reimburse workers at no less than the most economical and reasonable common carrier (van or bus) transportation charges for the distances involved for both inbound and outbound transportation. Inbound and return transportation provided from the foreign worker's home city to the U.S. consulate and from the U.S. Consulate to the work site.

3. During the travel described in Item 2, the employer will pay for or reimburse daily meals by providing each worker *

| | | | |
|--|-----------------|------------|-----------------------|
| | a. no less than | \$ 15 . 88 | per day * |
| | b. no more than | \$ 59 . 00 | per day with receipts |

G. Referral and Hiring Instructions



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1. Explain how prospective applicants may be considered for employment under this job order, including verifiable contact information for the employer (or the employer's authorized hiring representative), methods of contact, and the days and hours applicants will be considered for the job opportunity. *

(Please begin response on this form and use Addendum C if additional space is needed.)

Employer accepts referrals/applicants from all sources. Interview required - conducted at no cost to applicant, via phone or in-person. Employer will conduct interview as expeditiously as possible. Contact employer Monday through Friday during the hours of 9:00 AM - 5:00 PM EDT at 334-473-9281. Employer will hire those who meet the following conditions: be able, willing, and available to perform the specified job duties for the duration of the contract period; have been apprised of all material terms and conditions of employment; agree to abide by all material terms and conditions of employment; be legally authorized to work in the United States; and satisfy all minimum job requirements.

Interested workers can contact the employer at al.cordle@bonnieplants.com.

Referring State Workforce Agency (SWA) is responsible for informing applicants of all terms and conditions of employment, and to notify the employer in advance of any referrals. If appropriate, the SWA should furnish translator services.

| | | |
|---|-----------------------|---|
| 2. Telephone Number to Apply * +1 (334) 473-9281 | 3. Extension § N/A | 4. Email Address to Apply * al.cordle@bonnieplants.com |
| 5. Website Address (URL) to Apply * N/A | | |

H. Additional Material Terms and Conditions of the Job Offer

| | |
|---|---|
| 1. 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? * | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
|---|---|

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 employment-related 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 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.
- 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).
- HOUSING 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.
- 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).
- 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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6. **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).

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 came to work for the employer to 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).

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).

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).

C. *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).

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 500.104 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).

8. **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 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. **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. 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(l).

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 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 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. **DEDUCTIONS FROM WORKER'S PAY:** 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. **DISCLOSURE OF WORK CONTRACT:** 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:**
 - 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.

| | | |
|--|----------------------------------|---------------------|
| 1. Last (family) name * Ross | 2. First (given) name * Jamie | 3. Middle initial § |
| 4. Title * H2A Program and Compliance Manager | | |

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|--|------------------------------|
| 5. Signature (or digital signature) * Digital Signature Verified and Retained By <i>Certifying Officer</i> | 6. Date signed * 1/9/2025 |
|--|------------------------------|

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

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C. Additional Place of Employment Information

| 1. Name of Agricultural Business § | 2. Place of Employment * | 3. Additional Place of Employment Information § | 4. Begin Date § | 5. End Date § | 6. Total Workers § |
|------------------------------------|---|---|-----------------|---------------|--------------------|
| Bonnie Plants, LLC | 8115 Black Walnut Run Road Rhoadsville, Virginia 22542 ORANGE | | 3/17/2025 | 6/20/2025 | 10 |
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D. Additional Housing Information



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H. Additional Material Terms and Conditions of the Job Offer

a. Job Offer Information 1

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|--|------|--|------------|
| 1. Section/Item Number * | A.8a | 2. Name of Section or Category of Material Term or Condition * | Job Duties |
| <p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>Spray, weed, and water plants using hand tools and gardening tools; Feel plants' leaves and note coloring to detect presence of insects or disease; Inspect plants and bud ties to assess quality; Operate tractors and machinery to fertilize, cultivate and/or spray; Apply pesticides, herbicides and fertilizers; Haul and spread fill-sand to maintain greenhouse floors, using wheelbarrows or carts and shovels;</p> <p>Push and pull 100 – 460 lb rolling carts; Lay down and pick up seed flats for delivery or transplant to another greenhouse; Load and unload racks; Loading plants from the greenhouse onto the racks/carts and delivering to the staging/loading area; Helping unload plants at the greenhouse, that do not meet the quality specifications; Fold and staple corrugated forms to make boxes used for packing horticultural products; Maintain and repair nursery buildings/greenhouses; Clean work areas, sanitize, and maintain grounds, greenhouses, warehouse, and landscaping; Perform nursery sanitation duties including picking up trash, and cleaning bathrooms. Additional duties may include collecting, confirming, packing, and labeling plant orders and varieties to ensure accuracy.</p> <p>Work in a standing, fast-paced assembly line for long periods of time during peak season;</p> <p>Workers who have a valid driver's license and doctor's certificate may drive vehicles to transport workers and may be offered additional hours. No applicants or workers will be rejected for not possessing a driver's license or who may be unwilling to drive company vehicles. Such duties are completely optional and may be declined by the worker at his or her sole discretion. The Employer can and will make alternative arrangements for the transportation of workers should the need arise. Workers who complete an employer paid safety certification may ride to deliver, load and unload products at market locations within a 180-mile radius from work location.</p> <p>Employer may request, but not require, workers to work more than the stated daily hours and/or on a workers Sabbath or federal holiday. Additional hours are voluntary. Worker must report to work at designated time and place each day. Daily or weekly work schedule may vary due to weather, sunlight, temperature, crop conditions, and other factors. Employer will notify workers of any change to start time. Workers should expect occasional periods of little or no work because of weather, crop or other conditions beyond the employer's control. These periods can occur anytime throughout the season. Workers may be assigned a variety of duties in any given day and different tasks on different days.</p> | | | |

b. Job Offer Information 2

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|---|------|--|---------------------|
| 1. Section/Item Number * | A.11 | 2. Name of Section or Category of Material Term or Condition * | Deductions from Pay |
| <p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>Worker must preauthorize in writing all voluntary deductions, such as cash advances\loans, health insurance payments, cell phones, and other services to benefit the worker. Employer will make all deductions required by state/federal law, if applicable, such as: FICA, federal, state and/or local income tax withholding. Employer may deduct reasonable repair or replacement costs if worker is found to have been responsible for damage to or loss of equipment, tools, vehicles, housing, or furnishings - beyond normal wear and tear - caused by the worker through willful, dishonest, or grossly negligent actions.</p> | | | |

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

c. Job Offer Information 3

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| 1. Section/Item Number * | B.6 | 2. Name of Section or Category of Material Term or Condition * | Additional Information Regarding Job Qualifications/Requirements |
| 3. Details of Material Term or Condition (up to 3,500 characters) * Three months of agricultural work experience required. Walk, sit, stand on concrete or other surfaces, push and pull, stoop and crouch for long periods of time. Work requires repetitive hand and finger movements. Work outside in inclement weather including hot, cold, wet, and/or humid conditions for extensive periods of time. Lift, carry, and load up to 60 lbs. Employer is a drug-free workplace. Drug and alcohol testing is conducted post-offer at the employer's expense and is not part of the interview process. Must be 18 years of age or older. | | | |

d. Job Offer Information 4

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|--|-----|--|---|
| 1. Section/Item Number * | F.2 | 2. Name of Section or Category of Material Term or Condition * | Inbound/Outbound Transportation - Inbound/Outbound Transportation details |
| 3. Details of Material Term or Condition (up to 3,500 characters) * Employer pays/reimburses foreign workers for all visa-related costs (excluding passport fees) in accordance with H-2A regulations and FLSA wage requirements. For non-commuting domestic workers, employer pays/reimburses reasonable travel costs (transportation, daily subsistence, and lodging if applicable) from the place the worker departed from to the employer's place of employment. Employer pays/reimburses outbound travel costs to workers who complete the contract or are dismissed early. Employer does not pay or reimburse travel costs to any worker who voluntarily resigns, abandons employment, or is terminated for cause. | | | |

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H. Additional Material Terms and Conditions of the Job Offer

e. Job Offer Information 5

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|---|------------|--|---|
| 1. Section/Item Number * | F.1 | 2. Name of Section or Category of Material Term or Condition * | Daily Transportation - Daily Transportation continued |
| <p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>Vehicles utilized to transport workers are covered under a valid insurance policy which includes property damage insurance. Workers will be transported to and from the employer-provided housing address(es) and the worksite(s) on workdays based on the work schedule.</p> <p>The above-referenced vehicles will be used to make multiple trips to transport the total number of requested workers to the worksites as outlined in Clearance Order.</p> <p>Daily transportation to and between worksites provided at no cost to workers living in employer- provided housing. Local workers and workers who decline employer-provided housing are responsible for their own daily transportation.</p> | | | |

f. Job Offer Information 6

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|--|-------------|--|---|
| 1. Section/Item Number * | A.11 | 2. Name of Section or Category of Material Term or Condition * | Pay Deductions - Additional Pay Information |
| <p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>Employer will pay each worker by pay card or direct deposit. Work performed under the contract is exempt from federal overtime pay requirements under the FLSA, but may be subject to state overtime requirements, if applicable.</p> <p>Raises and/or bonuses may be offered to any seasonal worker employed under this job order, at the company's sole discretion, based on individual factors including but not limited to work performance, skill, and tenure.</p> <p>Employer expressly prohibits the solicitation and payment of recruitment fees by workers. Workers who pay or are solicited to pay must inform the employer immediately. Employer will investigate all claims of illegal fees and take immediate remedial action as appropriate. The employer attests they will not seek or receive payment of any kind from workers for anything related to obtaining the H-2A labor certification, including the employer's attorney or agent fees, application fees, or recruitment costs.</p> | | | |

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

g. Job Offer Information 7

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|--|------|--|-------------------------------------|
| 1. Section/Item Number * | A.8a | 2. Name of Section or Category of Material Term or Condition * | Job Duties - Additional Disclosures |
| <p>3. Details of Material Term or Condition (up to 3,500 characters) * Work is to be done for long periods of time in the field, when plants may be wet with dew and rain, and may be required during light rain, snow, moderate winds, direct sun, high humidity and extreme temperatures. Allergies to ragweed, goldenrod, insect spray, related chemicals, etc. may affect workers ability to perform the job. Workers must be able to perform the required work with or without reasonable accommodations.</p> <p>Must wear assigned personal protective equipment when required. Must report for work daily wearing appropriate work clothing and boots or other durable footwear. Casual clothing not permitted. Workers wearing inappropriate clothing will not be permitted to start work.</p> <p>Workers will be offered breaks as required by local, state, and/or federal law.</p> <p>Workers may not report for work under the influence of alcohol or drugs. Possession or use of illegal drugs or alcohol on company worksites or vehicles is prohibited and will be cause for immediate termination.</p> <p>The work described herein is regular, seasonal full-time work requiring all workers to be available as stated on the standard work schedule, throughout the entire contract period. Employees may experience a temporary reduction in work and/or a temporary work stoppage due to the natural agricultural cycle.</p> <p>Employer also retains the right to terminate workers for lawful job-related reasons, including but not limited to workers who: are regularly absent or tardy; malingers or otherwise refuses to work in accordance with direction, or is otherwise obviously unqualified to perform the job; is physically able but does not demonstrate the willingness to perform the work necessary.</p> <p>Non-U.S. workers may be terminated if one or more U.S. workers becomes available for the job during the employer's recruitment period. Job abandonment will be deemed to occur after five consecutive workdays of unexcused absences.</p> <p>Foreign workers will be advised of their responsibility to depart the U.S. when employment comes to an end. Employer will request and maintain records of each worker's permanent home address, e-mail address (when available) and phone number.</p> | | | |

h. Job Offer Information 8

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| 1. Section/Item Number * | A.8a | 2. Name of Section or Category of Material Term or Condition * | Job Duties - Work Rules #1-3 |
| <p>3. Details of Material Term or Condition (up to 3,500 characters) * These Work Rules provide guidance to Employees regarding acceptable conduct standards and general expectations. The following work rules establish the employer's standards of conduct and performance. All work rules are job-related and are necessary for safe and effective job performance. Failure to follow these rules and company policies may lead to disciplinary action, up to and including termination of employment. Continued employment with Bonnie Plants is based on work performance and compliance with company policies and the company's need for personnel each season.</p> <ol style="list-style-type: none"> 1. Reliable attendance is an essential job function, and accordingly, excessive absences or tardiness will not be permitted. <ol style="list-style-type: none"> a. Employees must report any absence from work at least sixty minutes prior to the scheduled start time. b. Excessive absences are three or more days of total absences in a thirty-day period or five or more days of total absences in a work contract period. c. Excessive tardiness means one or more unexcused tardies. 2. An employee will be deemed to have abandoned employment after failing to report to work at the regularly scheduled time for 5 consecutive days without the consent of the employer. Employees who quit or are terminated for cause prior to the completion of the employment period may not be eligible for rehire in the future. 3. Unless otherwise authorized by the employer, employees must start and end their shifts at assigned times. <ol style="list-style-type: none"> a. Employees may not start the shift early, or end the shift late, without authorization. Employees may not leave their shift early without authorization, except in emergencies. In such an event, employees must communicate with site management regarding their absence due to the emergency as soon as practicable and shall, if requested by site management, provide documentation substantiating the emergency. b. Employees may not take unauthorized breaks from work, except for reasonable breaks to use field sanitation, toilet, or hand-washing facilities, or to obtain drinking water. Employees will be afforded breaks during their shift no less frequently than as required by law. c. Employees are required to accurately record all hours worked every day through the use of the time clock, biometric finger scan, or mobile app. It is your responsibility to accurately record all your time to be sure that you are paid for all hours worked as required by wage and hour laws. Working "off the clock" is strictly prohibited. If any manager or supervisor directs you to or suggests that you should perform work while not "on the clock", you must notify a member of the corporate Human Resources team immediately. | | | |

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H. Additional Material Terms and Conditions of the Job Offer

i. Job Offer Information 9

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|---|-------------|--|-------------------------------------|
| 1. Section/Item Number * | A.8a | 2. Name of Section or Category of Material Term or Condition * | Job Duties - Work Rules #4-8 |
| <p>3. Details of Material Term or Condition (up to 3,500 characters) *</p> <p>4. Employees must follow all safety rules, instructions, and practices.</p> <p>a. Employees must complete all required safety training.</p> <p>b. Employees must immediately report injuries or accidents to their supervisor. Employees are encouraged to bring any potential safety concerns to their supervisor, site management, or, if necessary, the Company's Human Resources Department.</p> <p>c. Employees must only enter employer worksites where they are authorized to perform work. Employees may not enter other areas owned or leased by the employer without authorization.</p> <p>d. Use of personal electronic devices, including cell phones is generally not permitted during working hours, unless required for work purposes.</p> <p>e. No smoking is allowed in greenhouse areas, buildings of any kind, or outdoors in or near areas where plants are grown. Smoking is only allowed in designated areas during employee's authorized rest and break.</p> <p>5. Employees shall make a reasonable effort to avoid foreseeable errors and omissions, and to use their work time productively and efficiently, in accordance with employer's instructions.</p> <p>a. Employees must comply with all lawful and reasonable directives of their supervisors. Employees are expected to support, and not undermine, their supervisors.</p> <p>b. Employees not performing work as outlined, continued job-related performance, or insubordination may be suspended without pay for the remainder of a workday or for up to three days, depending on the degree of infraction, the worker's prior record, and other relevant factors.</p> <p>c. Employees may not deliberately restrict production or damage products/materials. Employees must not interfere with the performance of fellow employees.</p> <p>d. Employer may discharge worker for documented subsequent offenses.</p> <p>6. Employees must comply with the Drug & Alcohol Policy.</p> <p>a. This includes but is not limited to the prohibition of using, being under the influence of or possessing alcohol or drugs during work time or during any workday before work is completed for the day (e.g., during meals). Employees may not use, possess, sell, or manufacture illegal drugs on any employer premises, including housing.</p> <p>b. Employer may terminate employees for excessive alcohol use or drunk/disorderly conduct in housing.</p> <p>c. You may be required to submit to drug or alcohol screening whenever Bonnie Plants has a reasonable suspicion that you have violated any of the rules set forth in this policy.</p> <p>7. Employees must comply the Company's Code of Conduct Policy and its policies governing interactions with coworkers and others. This includes the company's policies prohibiting unlawful harassment, discrimination, or retaliation, abusive conduct, violence and threats of violence, and unsafe conduct.</p> <p>8. Employees must comply with the Company's Nondiscrimination and Anti-Harassment Policy which prohibits unwelcomed physical, sexual, or verbal harassment, discrimination of any kind towards other employees, the employer, supervisors, or members of the public. Appropriate disciplinary action will be taken against any employee who violates this policy, up to and including termination of employment.</p> | | | |

j. Job Offer Information 10

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|---|-------------|--|--------------------------------------|
| 1. Section/Item Number * | A.8a | 2. Name of Section or Category of Material Term or Condition * | Job Duties - Work Rules #9-19 |
| <p>3. Details of Material Term or Condition (up to 3 500 characters) *</p> <p>9. Employees must comply with the Company's Workplace Violence Policy which prohibits violent acts or threats of violence against employees, applicants, customers and/or vendors.</p> <p>a. Weapons of any kind are strictly prohibited and not permitted on company premises, including parking areas and housing.</p> <p>b. We do not allow fighting or threatening words or conduct on employer's premises, including housing, at any time. Horseplay is strictly prohibited while on duty, while on or in any employer property, and while at housing owned or leased by the employer.</p> <p>c. Employees may not carry, possess, or use an object as a dangerous or deadly weapon against anyone.</p> <p>10. Employees may not steal from other Employees or the employer. Employees who violate this rule may be subject to immediate termination.</p> <p>11. Employees may not falsify identification, personnel, medical, production or other work-related records.</p> <p>12. Employees may not drive any vehicles on employer's property without proper licensing, as required.</p> <p>13. Employees may not use, operate, abuse, or destroy company provided vehicles, tools or other equipment or property.</p> <p>a. Employees may not use company-provided vehicles, tools or other company equipment for personal use unless expressly authorized by the employer or supervisor.</p> <p>b. Employees must report any damage or breakdown of equipment, tools, or other property belonging to the employer.</p> <p>14. Employees may not misuse or remove any employer-owned property from the farm premises without authorization.</p> <p>15. Employees may not remove, deface, or alter any employer notices or posters required by federal and state law. Employees may request copies of posters.</p> <p>16. Employees must properly use trash and waste receptacles. Employees may not leave paper, cans, bottles, and other trash in work areas, on company or on housing premises.</p> <p>17. It is unlawful and against Bonnie Plant's Company Code of Conduct to charge any employee for recruitment fees and/or services provided by Bonnie Plants. Employees may not accept personal gifts from employer's vendors or customers without employer's authorization.</p> <p>18. Employees may not reveal confidential or proprietary business information to any third-party. Confidential information includes, but is not limited to, worker lists, customer lists, financial information, or other business records.</p> <p>19. Employees must refrain from any conduct they know or should know to be unlawful and must refrain from any conduct they know or should know may cause the employer to be out of compliance with any local, state, or federal law.</p> <p>Except as otherwise noted above, employees who violate any of these Work Rules will be disciplined through our Progressive Disciplinary Process as outlined below:</p> <ul style="list-style-type: none"> - First Offense: Verbal Warning Disciplinary Action. - Second Offense: Written Warning Disciplinary Action. - Third Offense: Final Warning and/or Immediate Termination, depending on the violation. | | | |

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H. Additional Material Terms and Conditions of the Job Offer

k. Job Offer Information 11

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|--|------|--|---|
| 1. Section/Item Number * | A.8a | 2. Name of Section or Category of Material Term or Condition * | Job Duties - Workers Compensation Insurance |
| 3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) * | | | |
| <p>Employer will provide workers' compensation insurance coverage in accordance with 20 CFR 655.122(e). Employer attests that the policy will be renewed as necessary to cover the entire certified contract period, and any extension of employment.</p> <p>Name of insurance carrier: Sentry Insurance Company Name of policyholder: Bonnie Plant Farm; Bonnie Plants, Inc. Name of person to be notified of claim: Landon Martin Telephone number for point-of-contact: (334) 339-5045 Deadline for notification: State-mandated reporting period</p> | | | |

l. Job Offer Information 12

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|--|--|--|--|
| 1. Section/Item Number * | | 2. Name of Section or Category of Material Term or Condition * | |
| 3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) * | | | |
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