



**U.S. Department Labor
Employment and Training Administration**

FEB 2011

OMB Control No. 1205-0134
Expiration Date: November 30, 2012

**Agricultural and Food Processing Clearance Order ETA Form 790
Pedido de Empleados para Agricultura y Procesamiento de Alimentos**

1. Employer's Name and Address (Number, Street, City, State, and Zip Code)/
Nombre y Dirección del Empleador (Número, Calle, Ciudad, Estado y Código Postal)

Kingdom Road Nursery
2922 Kingdom Rd.
Waterloo, NY 13165

Telephone number/Teléfono: 315-568-9607 Fax: 315-568-9607

2. Location and Direction to Work Site/ Ubicación y Dirección al Lugar de Trabajo

2922 Kingdom Rd., Waterloo, NY 13165
Route 31 East through Clyde to Route 414, South on Route 414 to
Waterloo, Left on River Rd., Right on Kingdom Rd.

(If additional space is needed, use separate sheet of paper/ Si necesitas más espacio, utilices otra hoja de papel)

3. Location and Description of Housing / Dirección y Descripción de la Vivienda

58 Cortland St., Geneva, NY 14456, two story wood frame house.

Barracks/Barracas	
Number/Numero	Total Capacity/Capacidad Total
1	2

(If additional space is needed, use separate sheet of paper / Si necesitas más espacio, utilices otra hoja de papel)

Nos. 4 - 8 for STATE USE ONLY Números 4 a 8 para USO ESTATAL	
4. Industry Code/Código Industrial 111421	5. Job Order No. /Num. de Orden de Empleo NY0969213
6. Occupational Title and Code /Titulo Ocupacional y Código Nursery Workers 45-2092.01	
7. Clearance Order Issue Date / Fecha de Trámite FEB 04 2011	
8. Job Order Expiration Date / Fecha de Expiración 8/18/11	
9. Anticipated Period of Employment / Periodo Anticipado de Empleo From/ Desde: 04/04/2011 To/Hasta: 12/31/2011	
10. No. of Workers Requested / Num. de Trabajadores Solicitados 2	
11. Anticipated Hours of Work per Week/Horas Anticipadas de Trabajo por Semana. Total: 40 Sunday / Domingo 0 Monday / Lunes 7 Tuesday / Martes 7 Wednesday / Miércoles 7 Thursday / Jueves 7 Friday / Viernes 7 Saturday / Sábado 5	
12. Collect Calls Accepted from/ Aceptan Llamadas por Cobrar de: Employer / Empleador Yes/Si <input checked="" type="checkbox"/> No <input type="checkbox"/> Local Office / Oficina Local Yes/Si <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<p>RECEIVED</p> <p>FEB 01, 2011</p> <p>EDSU</p>	

13. Board Arrangements / Arreglo de Alojamiento

Workers must buy and prepare own meals. / Los trabajadores compraran y prepararan sus propios alimentos.

14. Referral Instructions / Instrucciones sobre cómo Referir Candidatos

Michael Bradley 315-568-9607
Contact Employer Directly or Nearest One Stop Office.
Contactar el Negocio Directamente o la Oficina "One Stop" lo mas Cerca.

15. Job Specifications / Especificaciones del Trabajo

Plant, spray, weed, fertilize, and water plants, shrubs, and trees, using hand tools and gardening tools. Harvest plants, and transplant or pot and label them. Feel plants' leaves and note their coloring to detect the presence of insects or disease. Operate tractors and other machinery and equipment to fertilize, cultivate, harvest, and spray fields and plants. Inspect plants and bud ties to assess quality. Dig, cut, and transplant seedlings, cuttings, trees, and shrubs. Move containerized shrubs, plants, and trees, using wheelbarrows or tractors. Clean work areas, and maintain grounds and landscaping. Haul and spread topsoil, fertilizer, peat moss, and other materials to condition soil, using wheelbarrows or carts and shovels. Maintain and repair irrigation and climate control systems. Employer will furnish to workers, without cost, all tools and equipment required in the performance of the duties assigned. Workers should report for work with their own suitable work clothing. Field temperatures may range from 0 degrees to 90+ degrees F and work may be done in the rain, snow, mud, wind and sun. Workers referred against this order must have a minimum of 1 month experience working in a nursery setting.

(If more space is needed, summary of Material Job Specifications in ENGLISH can be included in separate document, and may also be included in SPANISH)

Kingdom ROAD

16. Wage Rates, Special Pay Information and Deductions / Tarifa de Pago, Información Sobre Pagos Especiales y Deducciones (Rebajas)							
Crop Activities	Hourly Wage	Piece Rate / Unit(s)	Special Pay (bonus, etc.)	Deductions	Yes/ Si	No	Pay Period / Período de Pago
Cultivos	Salario por Hora	Pago por Pieza / Unidades	Pagos Especiales (Bono, etc.)	Deducciones			
Nursery Work	\$ 10.16	\$		Social Security / Seguro Social	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Weekly / Semanal
Trabajo de Semillero	\$ 10.16	\$		Federal Tax Impuestos Federales	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Trees	\$ 10.16	\$		State Tax Impuestos Estatales	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bi-weekly / Quincenal
Shrub	\$ 10.16	\$		Meals / Comidas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	\$	\$		Other (specify) / Otro (especifica)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other / Otro <input type="checkbox"/>

More Details About the Pay / Mas Detalles Sobre el Pago

(See Attachment/Vea Anexo Pg 1 & 2)

If additional space is needed, use separate sheet of paper. / Si necesitas más espacio, utilice otra hoja de papel

17. Transportation Arrangements / Arreglos de Transportación

- a) Employer agrees to reimburse inbound transportation and subsistence expenses (\$10.64/day without receipts or up to \$46.00/day with receipts) to each worker, or any person, government agency or private organization which, on behalf of the worker has paid or advanced such transportation and subsistence expenses, from the residence, place of last employment or place of recruitment to the job site after the worker has completed 50% of the stipulated period of employment, from initial date of need or from the day after actual arrival of worker if later than the stated date to report.
 - b) Employer will provide or pay the cost of return transportation and subsistence to each worker who completes the employment period, or who is terminated for medical reasons, or as the result of an Act of God, in route from place of employment to place of recruitment, except when the worker is not returning to his place of recruitment and has subsequent employment with an employer who will bear transportation expenses.
 - c) Employer will not be responsible for providing return cost of transportation and subsistence from place of employment to place of recruitment if the worker voluntarily abandons the job or is terminated for cause. Employer will also timely notify the United States Department of Labor and Department of Homeland Security of such abandonment or termination.
- (See Attachment/Vea Anexo Pg 2)

If additional space is needed, use separate sheet of paper. / Si necesitas más espacio, utilices otra hoja de papel

18. Is it the prevailing practice to use Farm Labor Contractors (FLC) to recruit, supervise, transport, house, and/or pay workers for this (these) crop activity (ies)? / Es la práctica habitual de usar Contratistas de Trabajo Agrícola para reclutar, supervisar, transportar, dar vivienda, y/o pagarle a los trabajadores para este(os) tipo(s) de cosecha(s)? Yes / Si No

If you have checked yes, what is the FLC wage for each activity? / Si contesto "Si," cual es el salario que le pagas al Contratista de Trabajo Agrícola por cada actividad?

19. Unemployment insurance provided? Seguro de Desempleo?

Yes/Si No

20. Workers' compensation insurance provided? Se le provee seguro de compensación/indemnización al trabajador.

Yes/Si No

21. Are tools provided at no charge to the workers? / Se les proveen herramientas sin costo alguno a los trabajadores?

Yes/Si No

22. List any arrangements which have been made with establishment owners or agents for the payment of a commission or other benefits for sales made to workers. (If there are no such arrangements, enter "None") / Enumere todos los acuerdos o convenios hechos con los propietarios del establecimiento o sus agentes para el pago de una comisión u otros beneficios por ventas hechas a los trabajadores. (Si no hay ningún acuerdo o convenio, indique "Ninguno")

None/Ninguno

23. List any strike, work stoppage, slowdown, or interruption of operation by the employees at the place where the workers will be employed.
(If there are no such incidents, enter "None") / Enumere toda huelga, paro o interrupción de operaciones de trabajo por parte de los empleados en el lugar de empleo. (Si no hay incidentes de este tipo, indique "Ninguno")

None/Ninguno

24. Address of Order Holding Office (include Telephone number)/Dirección de la Oficina donde se radica la oferta (incluya el número de teléfono)

New York State Department of Labor
One Stop Office Nearest You

25. Name of Local Office Representative (include direct dial telephone number) / Nombre del Representante de la Oficina Local (Incluya el número de teléfono de su línea directa)

New York State Department of Labor
One Stop Office Nearest You

26. Employer's Certification: This job 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.
Certificación del Empleador: Esta orden de trabajo describe los términos y condiciones del empleo que se le ofrece, y contiene todos los términos y condiciones materiales ofrecidos.

Michael Bruley owner
Employer's Signature & Title/ Firma y Título del Empleador

Date: 1/31/11

READ CAREFULLY. In view of the statutorily established basic function of the Employment Service as a no-fee labor exchange, that is, as a forum for bringing together employers and job seekers, neither the ETA nor the State agencies are guarantors of the accuracy or truthfulness of information contained on job orders submitted by employers. Nor does any job order accepted or recruited upon by the One-Stop Career Center constitute a contractual job offer to which the One-Stop Career Center, ETA or a State agency is in any way a party.
LEA CON CUIDADO. En vista de la función básica del Servicio de Empleo establecida por ley, como una entidad de intercambio laboral sin comisiones, es decir, como un foro para reunir a los empleadores y los solicitantes de empleo, ni ETA ni las agencias del estado pueden garantizar la exactitud o veracidad de la información contenida en las órdenes de trabajo sometidas por los empleadores. Ni ninguna orden de trabajo aceptado o contratado en el Centro de Carreras (One-Stop Career Center) constituyen una oferta de trabajo contractuales a las que el One-Stop Career Center, ETA o un organismo estatal es de ninguna manera una de las partes.

Public Burden Statement
The public reporting burden for responding to ETA Form 790, which is required to obtain or retain benefits (44 USC 3501), is estimated to be approximately 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and reviewing the collection. The public need not respond to this collection of information unless it displays a currently valid OMB Control Number. This is public information and there is no expectation of confidentiality. Send comments regarding this burden estimate or any other aspect of this collection, including suggestions for reducing this burden, to the U.S. Department of Labor, Migrant and Seasonal Farmworker Program, Room S4209, 200 Constitution Avenue, NW, Washington, DC 20210.

Attachment to ETA 790

Item #1: Employer Email: TERESA BRADLEY@AOL.COM Employer FAX: 315-568-9607

Item #3 - Housing:

- a) Housing and utilities are provided at no cost to H2A workers and those workers in corresponding employment unable to return to their place of residence in the same day.
- b) Beds, bedding and mattresses will be furnished at no cost to the workers.
- c) Employer assures that housing will be clean and in compliance with all applicable Federal and State standards during occupancy.
- d) Workers will be responsible for maintaining housing and surrounding areas in a neat, clean manner.

Item #13 - Board Arrangements:

- a) Employer **will not** provide three meals per day and will deduct \$ **N/A** per day.
- b) Employer **will** furnish free dishes, cooking utensils and convenient kitchen/cooking facilities.
- c) Employer **will** provide transportation to assure workers access to stores where they can purchase groceries, other incidentals and/or medical necessities.

Item #15 - Job Specifications:

- a) Workers must be able to demonstrate that they are physically able to perform the work specified in this Job Order.
- b) The employer may terminate workers' employment at any time with notification to the New York State Department of Labor (NYS DOL) for any of the following reasons:
 - (1) Refusing, without just cause, to perform the duties for which the worker was recruited and hired;
 - (2) Committing a serious act of misconduct or breach of discipline;
 - (3) Job Abandonment - Absent more than 5 consecutive work days without prior notification;
 - (4) Failure, after any applicable training period, to reach any applicable productivity standards.
- c) The employer will provide **N/A** days of training and/or allow **N/A** days of work for workers to reach applicable production standards.
- d) **Production Standards: N/A**

Item #16 - Wage Rates, Special Pay Information and Deductions:

- a) The employer will offer, advertise in its recruitment and pay a wage that is the highest of the AWER, the prevailing hourly wage or piece rate, the agreed upon collective bargaining wage, or the Federal or State minimum wage, except where a special procedure is approved for an occupation or specific class of agricultural employment. Employer assures that if a change in the AWER requires an increase such increase will be paid as of the effective date of the increase. Also if the AWER is decreased this will become the wage effective of the date of the decrease. If piece rate earnings for total hours of work at a piece rate during a pay period do not result in average hourly earnings equal to the minimum hourly rate, the worker will receive make up pay to the guaranteed minimum wage rate.
- b) In New York State, the only deductions that can be taken from worker pay are:
 - (1) Those required by law such as Social Security, income taxes and wage garnishments;
 - (2) Those benefitting workers and authorized in writing such as insurance or savings plans.Any other deduction is **illegal**, including deductions (or deposits) for, but not limited to:
 - Tools, boots, raincoats or uniforms required for the job;
 - Fines or penalties for being late, misconduct or quitting without giving notice;
 - Cash shortages;
 - Spoilage or breakage;
 - Damages or losses of any kind.
- c) ~~The employer guarantees to offer employment for a minimum of 3/4 of the hours in the workdays during the contract period, and all extensions thereof. This guarantee begins with the first workday after the worker's arrival at the place of employment and ends on the date specified on the job order or extensions thereof. In Act of God terminations, the 3/4 guarantee~~

- period ends on the date of termination. Workers will not be required to work more than the number of hours specified in the job order for a workday nor on their Sabbath or Federal holidays to meet this guarantee. The worker's average hourly earnings will be used under this guarantee where wages are paid on a piece rate basis. Workers terminated for cause or who voluntarily abandon the job are not entitled to the 3/4 guarantee if the employer provides timely notification to the NPC and DHS.
- d) Workers with school age children who have migrated with such children and who depart in time to return home for the beginning of the school year shall be paid, in addition to the basic wages, any bonus or other incentive payments or other expenses to which they would be entitled had they stayed the entire job order period.
 - e) The employer will provide workers referred through the interstate clearance system 40 hours of work for the week beginning with the anticipated date of need unless employer has amended the date of need by notifying the NYS DOL no later than 10 business days before the start date. If the employer fails to notify the NYS DOL, the employer shall pay eligible workers referred through the interstate clearance system a minimum of \$406.40 for the first week starting with the originally anticipated date of need. Failure of workers referred against this order to notify the NYS DOL of their continued interest in the job at least five days prior to the date of need will disqualify the workers from the above assurance. The employer will not require workers to perform alternative work if the guarantee cited in this section is invoked.
 - f) Employer will maintain adequate payroll records. Workers will be paid weekly on Friday for work through Thursday. A written statement showing (1) employers full name and address, (2) worker's social security number, (3) total hours offered and total hours actually worked or total number of units, if piece rate, (4) total earnings for the pay period, and (5) deductions will be furnished to the workers each pay day.

Item #17 - Transportation:

- a) Employer agrees to reimburse inbound transportation and subsistence expenses (\$10.64/day without receipts or up to \$46.00/day with receipts) to each worker, or any person, government agency or private organization which, on behalf of the worker has paid or advanced such transportation and subsistence expenses, from the residence, place of last employment or place of recruitment to the job site after the worker has completed 50% of the stipulated period of employment, from initial date of need or from the day after actual arrival of worker if later than the stated date to report.
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- c) Employer will not be responsible for providing return cost of transportation and subsistence from place of employment to place of recruitment if the worker voluntarily abandons the job or is terminated for cause. Employer will also timely notify the United States Department of Labor and Department of Homeland Security of such abandonment or termination.
- d) The amount of transportation payment will be equal to the most economical and reasonable similar common carrier charges for the distance involved. All transportation provided by the employer will be by common carrier or other transportation facilities which conform to the applicable regulations of the Interstate Commerce Commission or the United States Department of Labor. If requested by the worker, the employer will assist in making transportation arrangements. The daily subsistence will be in accordance with current rates as published in the *Federal Register*.
- e) Employer will provide transportation, at no cost to the worker, from the employer provided housing to the actual work site and return at the end of the day.

Item #20 – Workers' Compensation:

Employer assures that policy #WCV66038 issued by NGM Insurance Co. provides the required Workers Compensation insurance for injuries arising out of and in the course of employment. Proof of coverage will be provided to the Chicago National Processing Center prior to the granting of certification.

Item #21 – Tools and Equipment:

Employer will furnish all tools, supplies and/or equipment required in the performance of work at no cost.

Clarifications and Assurances

- a) The employer assures the working conditions of this order comply with the applicable Federal and State employment related laws and agrees to abide by the regulations at 20 CFR 655.135 and 20 CFR 653.501.
- b) The employer shall notify the NYS DOL if there arise any changes to the terms and conditions of employment due to crop maturity, weather conditions, over-recruitment or other factors.
- c) Duly authorized State and Federal representatives (including outreach workers) will be allowed reasonable access to the workers as per 20 CFR 653.501 (xvi).
- d) The employer is certified in the use and application of pesticides per Federal Environmental Protection Agency and State Department of Environmental Conservation requirements. The employer assures that workers hired under this order who will be handling pesticides will be provided appropriate training.
- e) A copy of the Job Order will be provided to the workers no later than the day on which the workers begin employment.
- f) If acting as a Farm Labor Contractor or Farm Labor Contractor Employee, the employer assures that s/he has a valid Federal license.
- g) The employer (if required) assures that s/he complies with New York State Department of Labor Grower Registration requirements. Growers or Processors who are responsible for bringing five or more migrant workers (including H2A workers) into New York State must register with the New York State Department of Labor and pay a registration fee in addition to any other fees that may apply.
- h) Farm Labor Contractors anticipating employment in New York State will be required to register with the New York State Department of Labor and pay a crew leader registration fee in addition to any other fees that may be applicable.
- i) All workers hired under this order will be required to show evidence of right to work in the United States.

Employer Signature:

