

13. Board Arrangements / Arreglo de Alojamiento

Workers buy & prepare own meals

Trabajadores de comprar y preparar comidas

14. Referral Instructions / Instrucciones sobre cómo Referir Candidatos

Applicants may apply at any State Workforce Agency office, OneStop or directly to the employer by calling Maureen Torrey-Marshall (716) 560-4925 during normal business hours of 1-4 pm Monday - Friday.

Los candidatos podran solicitar en cualquier oficina de Agencia Estatal de Trabajadores, a una parada o directamente a los empleadores por llamar a Maureen Torrey-Marshall (716) 560-4925 durante el horario normal de 1 a 4 pm de lunes a viernes.

15. Job Specifications / Especificaciones del Trabajo

Manually harvest vegetables. Use hand tools, such as shovels, hoes, shears, and knives. Duties may include sorting and loading harvested products. Will hand harvest cucumbers and summer squash, winter squash, and miniature pumpkins for storage and shipment, performing any combination of the following duties; washes and trims produce, preparatory to packing. Will unload, grade, pack and stack beans in warehouse. May sort produce according to size, color, or grade before packing. May weigh produce and add or remove produce from container to obtain specified weight. Floors will be swept and barn will be completely cleaned at the end of each work day. Work requires standing, sitting, bending repetitively, lifting up to 50 lbs and kneeling. May drive bus to transport workers to and from field. One month experience in the jobs listed is required.

Vegetales cosechados a mano. Usa heramientas, como palas, hazadones, y cuchillos. El trabajo incluirea empackando y cargando productos cosechados. Tendras que cosechar a mano pepinos, calabaza de verano, calabaza de invierno y calabaza pequena para guardar y enviar, hacienda cualquier combinacion de los siguientes trabajos; lavar y trimiar productos, para la preparasion de empaque. Tendras que descargar, observer, empackar y estaquiar hejote en la bodega. Talvez tengas que ordenar el producto en lo grande, color, o escoger antes de empackar. Talvez tengas que pesar el producto y poner o quitar producto del contenido para obtener el peso exacto. Pisos tendran que ser barridos y la bodega tendra que ser limpiado completamente al fin del dia diariament. El trabajo requiere de estar parado, senta, agachado repetivamente, cargando hasta 50 libras y estar incado. Talvez tengas que manejar el autobus para llevar los trabajadores para el campo y del campo para la casa. Un mes de experiencia en el trabajo es requerido.

(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)

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 / Unidad(es)	Pagos Especiales (Bono, etc.)	Deducciones			
Harvest Mini Pu	\$ 10.25	\$		Social Security / Seguro Social	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Weekly / Semanal
Hand Harvest Cucumbers	\$ 10.25	\$		Federal Tax Impuestos Federales	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Hand Harvest Sum. Squash	\$ 10.25	\$		State Tax Impuestos Estatales	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bi-weekly / Quincenal
Pack Beans	\$ 10.25	\$		Meals / Comidas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Harvest Win.Sq Hand	\$ 10.25	\$		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

(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

Inbound and outbound arrangements and Local travel arranged by Employer at no charge to workers.

Entrantes y salientes y de los arreglos de viajes locales organizados por empleadores sin costo alguna para los trabajadores.

(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 to you

25. Name of Local Office Representative (include direct dial telephone number) / Nombre del Representante de la Oficina Local (incluya el

New York State Department of Labor
One Stop Office nearest to 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.

Maurice J. Toney
Employer's Signature & Title / Firma y Título del Empleador

Date: *4/29/11*

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.

ETA Form 790 (Revised Oct, 2010)
Previous versions not usable

New York State Department of Labor
FORM ETA 790
Attachment 1

Job Order Number NY C979224

A. CLARIFICATION OF ITEMS ON FORM ETA 790

Item 1: E mail address torrey@rochester.rr.com

Item 3: Housing

- a. Housing and utilities are provided at no cost to workers who are unable to return to their place of residence the same day.
- b. Housing beds, bedding and mattresses will be furnished at no cost to the workers.
- c. Housing will be clean and meet the applicable Federal and State housing standards.
- d. Workers will be responsible for maintaining housing and surrounding areas in a neat clean manner. Legal action may be taken against any workers found to have been responsible for damage to housing or furnishings.
- c. No tenancy in employer-provided housing is created by this arrangement. The employer retains possession and control of the housing premises at all times. Workers provided housing under the terms of this Clearance Order shall vacate the housing promptly upon termination of employment with the employer.

Item 13: Board Arrangements

- a. Employer will ___ will not X provide three meals per day and will deduct \$ N/A per day. Employer will X will not ___ furnish free dishes, cooking utensils and convenient kitchen and cooking facilities.
- b. Employer will X will not ___ provide transportation to assure workers access to stores where they can purchase groceries and/or other incidentals and/or medical necessities.
- c. Amount of meal charges will be consistent with 20 CFR 355.173.

Item 14: Referral Instructions

Workers hired under this Job Order will be required to show evidence of right to work in the United States of America.

Item 15: Job Specifications

- a. Workers must be able to demonstrate that they are physically able to perform the work as described.
- b. Employer may terminate worker with notification to the New York State Department of Labor, if the worker:
 - 1) refuses, without just cause, to perform work for which the worker was recruited and hired;
 - 2) commits serious acts of misconduct; or
 - 3) fails, after completing any training or break-in period, to reach production standards.
- c. The employer will provide 3 days of training and/or allow 3 days of work for worker to reach production standards if applicable.
- d. Production Standards (if applicable): After completion of training or break-in period, employer will expect worker to: For work which does not have an established minimum productivity amount, and which is measurable, the level of production shall not be less than 75% of the average output of the employers experienced workers.

Item 16: Wage Rates, Special Pay Information and Deductions

- a. 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 guaranteed minimum hourly rate, the worker will receive make-up pay to the guaranteed minimum wage rate.
- b. In the event the DOL promulgates a new AEWR during the recruitment or work contract period which is lower than the current AEWR at the time of application, this lower AEWR will become the guaranteed minimum.
- c. 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 tax, and garnishment of wages,
 2. Those that benefit workers and are authorized in writing, such as life insurance or a savings account.Any other deduction is illegal. This includes deductions:
 - (or deposits) for tools, boots, raincoats, or uniforms necessary for the job;
 - As fines or penalties for being late, misconduct, or quitting without giving notice;
 - For cash shortages;
 - For spoilage or breakage; or
 - For damages or losses of any kind.
- d. The employer guarantees to offer employment for a minimum of $\frac{3}{4}$ of the hours in the workdays during the period of the contract, 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 job order or extensions thereof. In Act of God terminations, the $\frac{3}{4}$ 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 or 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 who are terminated for cause or who voluntarily abandon their job are not entitled to this guarantee.
- e. 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.
- f. The employer will provide workers referred through the interstate clearance system 42 hours of work for the week beginning with the anticipated date of need, unless employer has amended the date of need by notifying the local office no later than 10 business days before the date of need. If the employer fails to notify the order-holding office, then employer shall pay an eligible worker referred through the clearance system \$430.50 (or \$71.75 per day for partial week) for the first week starting with the originally anticipated date of need. If worker referred fails to notify the NYS Department of Labor (preferably the order-holding office) of continued interest in the job at least 5 days before date of need, worker will be disqualified from this assurance. Employer will ___ will not X require worker to perform alternative work if the guarantee cited in this section is invoked.
- g. Employer will maintain adequate payroll records. Workers will be paid weekly on Friday for work through the previous Thursday through Wednesday.
- h. The employer may terminate workers' employment hereunder at any time with timely notification to the NPC and DHS;
 1. Refusing, without just cause, to perform the duties for which the worker was recruited and hired; or
 2. Committing a serious act of misconduct or breach of discipline; or
 3. Failure to reach and/or maintain productivity; or
 4. Job abandonment – being absent for more than five consecutive scheduled workdays, without prior notification to the employer.

Whenever the worker is terminated under any of these provisions, or if the worker voluntarily terminates his employment, the employer shall not be responsible for the three-fourths guarantee during the worker's period of employment.

Item 17: Transportation

- a. Employer agrees to reimburse inbound transportation and subsistence expenses 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, from place of employment to place of recruitment, except when the worker is not returning to his place of recruitment and had subsequent employment with an employer who will bear transportation expenses, in which case this employer only pays for the transportation to the next job.
- 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 and employer provides timely notification to the NPC and DHS. Daily subsistence \$10.73 per day for workers with no receipts and up to \$46.00 for workers with receipts.
- d. The amount of the transportation payment will be equal to the most economical and reasonable similar common carrier transportation 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 worker, the employer will assist in making transportation arrangements.
The amount of daily subsistence will be in accordance with current rates published in Federal Register (for workers with and without receipts).
- 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

The employer assures that Policy # MWC11690300 issued by Old Republic Insurance Company provides the required insurance for injuries arising out of and in the course of employment. Employer's proof of insurance coverage will be provided to the Atlanta Processing Center before certification is granted.

Item 21: Tools and Equipment

The employer will furnish without cost all tools, supplies or equipment required in the performance of work.

Workers should report for work with their own suitable clothing including a warm jacket, waterproof work boots, and work gloves. Field temperatures may range from 30 degrees to 85 degrees with possible wet morning ground conditions.

OTHER CLARIFICATIONS AND ASSURANCE

1. The employer agrees to abide by the regulations at 20 CFR 653.501 and 20 CFR 655.103.
2. The employer will expeditiously notify the order-holding office or State agency by telephone immediately upon learning that a crop is maturing earlier or later, or that weather conditions, over-recruitment, or other factors have changed in terms and conditions of employment.
3. Outreach workers shall have reasonable access to the worker in the conduct of outreach activities pursuant to 20 CFR 653.501(xvi).
4. Where appropriate, 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.
5. A copy of the contract or this Job Clearance Order will be provided to the worker by the employer no later than on the day the work commences.
6. The employer assures that if acting as a farm labor contractor (FLC) or farm labor contractor employee (FLCE) on the order, he has a valid federal FLC certificate or FLCE identification card.
7. The applicant also assures that he/she complies with NYS registration requirements. Farm labor contractors anticipating employment contracting with growers or processors in New York State, growers or processors in New York State who use the services of a farm labor contractor, and growers or processors in New York State who, without using the services of a farm labor contractor, are responsible for bringing into the state five or more out-of-state migrant farm or food processing workers, including H-2A workers, are required to register with the New York State Department of Labor and pay a registration fee in addition to any other fees that may be applicable.
8. Employees who are H2A workers are notified that they are required to leave the U.S. at the end of the period of certified employment, or if separated from employment early, unless the H2A worker is being sponsored by an employer for a future H2A contract.