OMB Approval: 1205-0466
Expiration Date: 8/31/2022

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

A. Job Offer Information

1. Job Title * Seasonal Production Lead

2. Workers Needed *	a. Total	b. H-2A	Period of Intended Employment	
	13	12	3. Begin Date * 1/25/2022	4. End Date *11/25/2022

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. ☐ Yes ☑ No

6. Anticipated days and hours of work per week *

40	**a. Total Hours**	8	c. Monday	8	e. Wednesday	8	g. Friday
0	b. Sunday	8	d. Tuesday	8	f. Thursday	0	h. Saturday

7. Hourly work schedule *
a. 7 : 00 ☑ AM ☐ PM
b. 3 : 30 ☐ AM ☑ 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.)

Assist production Forepersons in operations leading crews distributing and monitoring work required to produce and distribute plant material in a wholesale nursery operation.

Lead proper planting, growing, maintaining, and harvesting of Bare Root plant material. Lead grading and distribution of bare root plant material. Assist Foreperson with propagation, growing and distribution of seedlings and young liner material. Lead potting and irrigation crews. Lead the maintenance and distribution of containerized plant material. Assure accurate and timely shipments of nursery products, working with Shipping Foreperson and Sales, Inventory and Central Dispatch organizing and distributing the necessary paperwork. Support Shipping Foreperson with direction of order pulling crews, loading crews, and tagging crews. Monitor safety practices. Fill in with general labor when needed. Assist with time keeping and work schedule maintenance. Maintain records to measure productivity and help ensure processes are maintained. Train new and existing employees to maintain maximum productivity and safety. Perform routine preventative maintenance to ensure that structures are operating efficiently.

8b. Wage Offer *	8c. Per *	8d. Piece Rate Offer §	8e. Piece Rate Units/Special Pay Information §
$ 16 . 00	☑ HOUR ☐ MONTH	$ 00 . 00	Employer may pay higher wage to workers on account of seniority and level of skill. Returning workers and workers with more experience may be paid higher wage rates. CONTINUED ON ADDENDUM C

9. Is a completed **Addendum A** providing additional information on the crops or agricultural activities and wage offers attached to this job offer? * ☐ Yes ☑ No

10. Frequency of Pay. * ☐ Weekly ☑ Biweekly ☐ Monthly ☐ Other (specify): N/A

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

B. Minimum Job Qualifications/Requirements

1. Education: minimum U.S. diploma/degree required. *

☑ None ☐ High School/GED ☐ Associate's ☐ Bachelor's ☐ Master's or Higher ☐ Other degree (JD, MD, etc.)

2. Work Experience: number of months required. *	6	3. Training: number of months required. *	6

4. Basic Job Requirements (check all that apply) *

- ☐ a. Certification/license requirements
- ☐ b. Driver requirements
- ☑ c. Criminal background check
- ☑ d. Drug screen
- ☑ e. Lifting requirement 60 lbs.
- ☑ g. Exposure to extreme temperatures
- ☐ h. Extensive pushing or pulling
- ☑ i. Extensive sitting or walking
- ☑ j. Frequent stooping or bending over
- ☑ k. Repetitive movements

5a. Supervision: does this position supervise the work of other employees? *	☐ Yes ☑ No	5b. If "Yes" to question 5a, enter the number of employees worker will supervise. §	0

6. Additional Information Regarding Job Qualifications/Requirements.
*(Please begin response on this form and use Addendum C if additional space is needed. If no additional skills or requirements, enter "**NONE**" below)* *

See Addendum C

C. Place of Employment Information

1. Address/Location *
1325 Bailey Road

2. City *	3. State *	4. Postal Code *	5. County *
Newport	Minnesota	55055	Washington

6. Additional Place of Employment Information *(If no additional information, enter "**NONE**" below)* *
None

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? * ☐ Yes ☑ No

D. Housing Information

1. Housing Address/Location *
Hinton Heights Apartments, 7750 Hinton Ave South

2. City *	3. State *	4. Postal Code *	5. County *
Cottage Grove	Minnesota	55016	Washington

6. Type of Housing *	7. Total Units *	8. Total Occupancy *
Apartment	21	126

9. Housing complies or will comply with the following applicable standards: * ☑ Local ☑ State ☑ Federal

10. Additional Housing Information. *(If no additional information, enter "**NONE**" below)* *
Twenty-one (21) 3-bedroom apartments, with 6 beds each, for a total capacity of 126 workers.

ADDITIONAL INFORMATION ON ADDENDUM C

11. Is a completed **Addendum B** providing additional information on housing that will be provided to workers attached to this job order? * ☑ Yes ☐ No

E. Provision of Meals

1. Describe how the employer will provide each worker with 3 meals a 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.)*

The employer-provided housing and apartments include kitchen facilities equipped with cooking and eating utensils. Workers will purchase and prepare their own food. The Employer will offer transportation at no cost to workers occupying employer-provided housing to and from stores in the locality of the housing so workers may purchase food and other necessities.

2. If meals are provided, the employer: *

- ☑ **WILL NOT** charge workers for such meals.
- ☐ **WILL** charge workers for such meals at $ _____ . ____ per day per worker.

F. Transportation and Daily Subsistence

1. Describe the terms and arrangement for daily transportation the employer will provide to workers. *
(Please begin response on this form and use Addendum C if additional space is needed.)

See Addendum C

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.)

In accordance with H-2A regulatory requirements, the following provisions pertaining to reimbursement of transportation and subsistence costs to and from the place of employment apply only to persons eligible for employer-provided housing (i.e. non-local workers).

CONTINUED ON ADDENDUM C

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	$ 13 . 17	per day *
b. no more than	$ 55 . 00	per day with receipts

H-2A Case Number: H-300-21326-719410 Case Status: Full Certification Determination Date: 12/22/2021 Validity Period: _____ to _____

G. Referral and Hiring Instructions

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.)

See Addendum C

2. Telephone Number to Apply *	3. Email Address to Apply *
+1 (651) 768-3350	jobs@baileynursery.com

4. Website address (URL) to Apply *
https://www.minnesotaworks.net/

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? *	☑ Yes ☐ 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:

1. **JOB OPPORTUNITY**: Employer assures that the job opportunity identified in this clearance order (hereinafter also referred to as the "job order") is a full-time temporary position being placed with the SWA in connection with an H-2A *Application for Temporary Employment Certification* for H-2A workers and this clearance order satisfies the requirements for agricultural clearance orders in 20 CFR 653, subpart F and the requirements set forth in 20 CFR 655.122. This job opportunity offers U.S. workers no less than the same benefits, wages, and working conditions that the employer is offering, intends to offer, or will provide to H-2A workers and complies with the requirements at 20 CFR 655, Subpart B. The job opportunity is open to any qualified U.S. worker regardless of race, color, national origin, age, sex, religion, handicap, or citizenship.

2. **NO STRIKE, LOCKOUT, OR WORK STOPPAGE**: Employer assures that this job opportunity, including all worksites for which the employer is requesting H-2A labor certification does not currently have workers on strike or being locked out in the course of a labor dispute. 20 CFR 655.135(b).

3. **HOUSING FOR WORKERS**: Employer agrees to provide for or secure housing for H-2A workers and those workers in corresponding employment who are not reasonably able to return to their residence at the end of the work day. That housing complies with the applicable local, State, or Federal standards and is sufficient to house the specified number of workers requested through the clearance system. The employer will provide the housing without charge to the worker. Any charges for rental housing will be paid directly by the employer to the owner or operator of the housing. If public accommodations are provided to workers, the employer agrees to pay all housing-related charges directly to the housing'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, or Federal standards at least 20 calendar days before the housing is to be occupied. 20 CFR 653.502(a)(3). The Certifying Officer will not certify the application until the housing has been inspected and approved.

4. **WORKERS' COMPENSATION COVERAGE**: Employer agrees to provide workers' compensation insurance coverage in compliance with State law covering injury and disease arising out of and in the course of the worker's employment. If the type of employment for which the certification is sought is not covered by or is exempt from the State's workers' compensation law, the employer agrees to provide, at no cost to the worker, insurance covering injury and disease arising out of and in the course of the worker's employment that will provide benefits at least equal to those provided under the State workers' compensation law for other comparable employment. 20 CFR 655.122(e).

5. **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).

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).

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

7. **TRANSPORTATION AND DAILY SUBSISTENCE**: Employer agrees to provide the following transportation and daily subsistence benefits to eligible workers.

   A. *Transportation to Place of Employment (Inbound*)

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

   B. Transportation from Place of Employment (Outbound)

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

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

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

C. Daily Transportation

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

D. Compliance with Transportation Standards

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

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).

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

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

9. **EARNINGS RECORDS**: Employer agrees to keep accurate and adequate records with respect to the workers' earnings at the place or places of employment, or at one or more established central recordkeeping offices where such records are customarily maintained. All records must be available for inspection and transcription by the Department of Labor or a duly authorized and designated representative, and by the worker and representatives designated by the worker as evidenced by appropriate documentation. Where the records are maintained at a central recordkeeping office, other than in the place or places of employment, such records must be made available for inspection and copying within 72 hours following notice from the Department of Labor, or a duly authorized and designated representative, and by the worker and designated representatives. The content of earnings records must meet all regulatory requirements and be retained by the employer for a period of not less than 3 years after the date of certification by the Department of Labor. 20 CFR 655.122(j).

10. **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), the prevailing hourly wage rate, the prevailing piece rate, the agreed-upon collective bargaining rate, or the Federal or State minimum wage rate, in effect at the time work is performed, whichever is highest. If the worker is paid by the hour, the employer must pay this rate for every hour or portion thereof worked during a pay period. If the offered wage(s) disclosed in this clearance order is/are based on commission, bonuses, or other incentives, the employer guarantees the wage paid on a weekly, semi-monthly, or monthly basis will equal or exceed the AEWR, prevailing hourly wage or piece rate, the legal Federal or State minimum wage, or any agreed-upon collective bargaining rate, whichever is highest.

    If the worker is paid on a piece rate basis and at the end of the pay period the piece rate does not result in average hourly piece rate earnings during the pay period at least equal to the amount the worker would have earned had the worker been paid at the appropriate hourly rate of pay, the employer agrees to supplement the worker's pay at that time so that the worker's earnings are at least as much as the worker would have earned during the pay period if the worker had instead been paid at the appropriate hourly wage rate for each hour worked. 20 CFR 655.120, 655.122(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 assures that the wage paid will equal or exceed the monthly AEWR, the agreed-upon collective bargaining wage, or the applicable minimum wage imposed by Federal or State law or judicial action, whichever is highest, and will be paid to each worker free and clear without any unauthorized deductions. The employer may prorate the wage for the initial and final pay periods of the job order period if its pay period does not match the beginning or ending dates of the job order. The employer also may prorate the wage if an employee is voluntarily unavailable to work for personal reasons. 20 CFR 655.210(g).

12. **FREQUENCY OF PAY**: Employer agrees to pay workers when due based on the frequency disclosed in this clearance order. 20 CFR 655.122(m).

13. **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, employer is not responsible for providing or paying for the subsequent transportation and subsistence expenses of that worker, and that worker is not entitled to the three-fourths guarantee, if the employer notifies the Department of Labor and, if applicable, the Department of Homeland Security, in writing or by any other method specified by the Department of Labor or the Department of Homeland Security in the Federal Register, not later than 2 working days after the abandonment or termination occurs. A worker will be deemed to have abandoned the work contract if the worker fails to show up for work at the regularly scheduled time and place for 5 consecutive work days without the consent of the employer. 20 CFR 655.122(n).

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

15. **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, the employer agrees to provide a copy of the work contract no later than the time an offer of employment is made to the H-2A worker. A copy of the work contract will be provided to each worker in a language understood by the worker, as necessary or reasonable. In the absence of a separate, written work contract entered into between the employer and the worker, the required terms of this clearance order, including all Addendums, and the certified *H-2A Application for Temporary Employment Certification* will be the work contract. 20 CFR 655.122(q).

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U.S. Department of Labor

17. **ADDITIONAL ASSURANCES FOR CLEARANCE ORDERS**:

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

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

B. Employer agrees that no extension of employment beyond the period of employment specified in the clearance order will relieve it from paying the wages already earned, or if specified in the clearance order as a term of employment, providing transportation from the place of employment, as described in paragraph 7.B above. 20 CFR 653.501(c)(3)(ii).

C. Employer assures that all working conditions comply with applicable Federal and State minimum wage, child labor, social security, health and safety, farm labor contractor registration, and other employment-related laws. 20 CFR 653.501(c)(3)(iii).

D. Employer agrees to expeditiously notify the OHO or SWA by emailing and telephoning immediately upon learning that a crop is maturing earlier or later, or that weather conditions, over-recruitment, or other factors have changed the terms and conditions of employment. 20 CFR 653.501(c)(3)(iv).

E. If acting as a farm labor contractor (FLC) or farm labor contractor employee (FLCE) on this clearance order, the employer assures that it has a valid Federal FLC certificate or Federal FLCE identification card and when appropriate, any required State FLC certificate. 20 CFR 653.501(c)(3)(v).

F. Employer assures that outreach workers will have reasonable access to the workers in the conduct of outreach activities pursuant to 20 CFR 653.107. 20 CFR 653.501(c)(3)(vii).

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

1. Last (family) name *	2. First (given) name *	3. Middle initial §
Toledo	Isabel	
4. Title *		
Human Resources Manager		
5. Signature (or digital signature) *		6. Date signed *
Digital Signature Verified and Retained By Certifying Officer		12/8/2021

Employment Service Statement

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

Public Burden Statement *(1205-0466)*

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

D. Additional Housing Information

1. Type of Housing *	2. Physical Location *	3. Additional Housing Information §	4. Total Units *	5. Total Occupancy *	6. Applicable Housing Standards *
Employer-owned house	2850 Bailey Road Newport, Minnesota 55055 WASHINGTON	Employer-owned housing with capacity for 5 workers.	1	5	☑ Local ☑ State ☑ Federal
Employer-owned house	6248 Bailey Road Woodbury, Minnesota 55129 WASHINGTON	Employer-owned housing with capacity for 8 workers.	1	8	☑ Local ☑ State ☑ Federal
Employer-owned house	6600 103rd Street Cottage Grove, Minnesota 55016 WASHINGTON	Employer-owned housing with capacity for 4 workers.	1	4	☑ Local ☑ State ☑ Federal
Employer-owned house	1355 Bailey Road Newport, Minnesota 55055 WASHINGTON	Employer-owned housing with capacity for 8 workers.	1	8	☑ Local ☑ State ☑ Federal
Apartment	Hinton Heights Apartments, 7750 Hinton Ave South Cottage Grove, Minnesota 55016 WASHINGTON	Four (4) 2-bedroom apartments, with 4 beds each, for a total capacity of 16 workers.	4	16	☑ Local ☑ State ☑ Federal
Apartment	Royal Oaks Apartments, 3515 Federal Drive Eagan, Minnesota 55122 DAKOTA	Fifteen (15) 3-bedroom apartments with a total capacity for 90 workers.	15	90	☑ Local ☑ State ☑ Federal
Employer-owned house	1155 Bailey Road* Newport, Minnesota 55055 WASHINGTON	Employer-owned housing with capacity for 2 workers. *Physical house address is 1155 Bailey Road, but the property taxes list it at 1325 Bailey Road, which is the land that the house is on.	1	2	☑ Local ☑ State ☑ Federal
					☐ Local ☐ State ☐ Federal
					☐ Local ☐ State ☐ Federal
					☐ Local ☐ State ☐ Federal

H. Additional Material Terms and Conditions of the Job Offer

a. Job Offer Information 1

1. Section/Item Number *	A.11	2. Name of Section or Category of Material Term or Condition *	Deductions from Pay

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

The employer will make the following deductions: FICA (if applicable); Federal income tax withholding (if applicable); state income tax withholding (if applicable); recovery of any loss to the employer due to damage (beyond normal wear and tear) or loss of equipment, housing or furnishings caused by the worker (if any); and deductions expressly authorized by the worker in writing (if any).

Employer will make all legally required deductions for Social Security, Federal and State Taxes. Employer may also make non-legally required payroll deductions permitted under the law and requested by Employee.

No deductions except those required by law will be made which bring the worker's gross earning for any pay period below the applicable statutory Federal or state minimum wage.

CONTINUED ON ADDENDUM C

b. Job Offer Information 2

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*) *

This position requires six months experience working in a wholesale nursery handling both manual and machine tasks associated with nursery production and harvest activities; OR documentation of six months of educational/vocational training in horticulture or agriculture.

Must possess ability to understand verbal and/or written work instructions.

Must possess the ability to recognize species and varieties of nursery stock and the ability to determine grades and quantities for selecting trees, shrubs, and perennials.

Must be able to lift and carry 60 lbs.

CONTINUED ON ADDENDUM C

H. Additional Material Terms and Conditions of the Job Offer

c. Job Offer Information 3

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

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

Applicants should be thoroughly familiarized with the job specifications and all of the terms and conditions of employment in the Clearance Order before referral. Only workers meeting all the qualifications for employment, who are able, willing and qualified to perform the work, who possess valid original documents evidencing eligibility for employment in the United States, whose eligibility to work in the job opportunity described herein has been verified by the referring state work force agency, and who will be available at the time and place needed, should be referred to the employer.

Documentation of identity and employment authorization (original documents only) sufficient to complete the current I-9 Form as required by the Immigration Reform and Control Act must be in the possession of the worker at the time the worker reports for work and must be presented to the employer as a condition for completing the hiring process. Referring local offices must fully apprise workers of this requirement.

Local workers should be referred to the employer's employment office at 1325 Bailey Road, Newport, MN. Employment office hours are 8:00 am to 12:00 pm Tuesday through Thursday, except federal holidays. Applicants will be required to complete an employment application and will be interviewed. Conditional hiring commitments will be made to qualified, eligible workers pending a check of the worker's reference to verify the required experience.

Non-local workers should be referred to the employer's employment office by calling Ms. Isabel Toledo, HR Manager, at (651) 768-3350 during the hours set forth above. Collect telephone calls for the purpose of making referral of non-local workers will be accepted from state work force agency personnel only, and not from individual applicants. The employer will mail or fax an employment application and the required written disclosures of the terms and conditions of employment to the referring official for completion by the applicant and return to the employer by fax or mail. Upon receipt of a properly executed application, the employer will interview non-local applicants by telephone and make conditional hiring commitments to qualified, eligible workers, pending a check of the worker's reference to verify the required experience.

d. Job Offer Information 4

1. Section/Item Number *	F.1	2. Name of Section or Category of Material Term or Condition *	Daily Transportation

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

The employer will offer transportation at no cost to workers occupying employer-provided housing from the worker's employer-provided housing to the worksite and return on a daily basis. Such transportation will be in accordance with applicable laws and regulations. The use of this transportation is voluntary. No worker will be required as a condition of employment to utilize the daily transportation offered by the employer.

CONTINUED ON ADDENDUM C

H. Additional Material Terms and Conditions of the Job Offer

e. Job Offer Information 5

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

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

All applicants must pass criminal background checks or the Department of State's visa security clearance. Criminal background checks or Department of State's security clearances, at employer's expense, will be performed on all employees who have been offered conditional employment. A conviction will not automatically disqualify an applicant from employment. Employees who have convictions will generally be barred from employment where the offense(s) involve(s) physical violence, unlawful use or possession of drugs and/or acts of dishonesty (such as theft, embezzlement). Since employees generally work on crews in remote areas, passing a background check will help ensure the safety and well-being of the crew members, and employer's property.

Must take and pass post-offer drug screening at Employer's expense. Employer has a no-exception drug policy requiring newly-hired employees to take and pass an employer-paid drug test. Every new hire and returning seasonal worker must undergo testing before starting work with the company. All testing is conducted uniformly after an initial job offer has been extended and accepted by the new hire. If an employee tests positive, he/she is immediately terminated and paid for all hours worked between the first date of employment and the date of termination, if any. In the case of a non-local or foreign worker who is terminated for cause resulting from failure to pass a drug test, the employer will arrange least-cost transportation to the worker's place of recruitment, at the worker's expense.

f. Job Offer Information 6

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - B.5.B. Number of employees worker will supervise

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

The Seasonal Production Leads will not supervise any employees. This was accidentally completed and then marked "no," but the number of workers field still exists and is "0."

H. Additional Material Terms and Conditions of the Job Offer

g. Job Offer Information 7

1. Section/Item Number *	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - A.6 Anticipated days and hours of work per week / A.7 Hourly V

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

During the employer's peak season, from January 25, 2022 through June 14, 2022, the required work week is 48 hours, consisting of 8 hours per day Monday through Saturday. During the remainder of the season, the required work week is 40 hours, consisting of 8 hours per day Monday through Friday. Normal hours are 7:00am – 3:30pm with a mandatory one-half hour unpaid lunch break, one 20-minute break in mid-morning and one 10-minute break in mid-afternoon. The workday may begin earlier or later on any given day. If the start of the workday is anticipated to be different on any given day, workers will be instructed the previous day of any anticipated change from the normal starting time for the next workday. Workers may be offered less work or be requested to work more hours on any given day, depending upon crop or weather conditions and/or market demand. Workers may be requested, but will not be required, to work as much as twelve (12) hours per day or on the Sabbath and/or on Federal holidays.

This is regular, full-time work requiring the worker to be at the place of employment and available for work on each required workday. This is not "day work." Excessive tardiness and/or absences will not be tolerated and will result in disciplinary action.

The three-fourths guarantee for anticipated employment dates January 25, 2022 to November 25, 2022 would be about 1,410 hours, computed as follows:

01/25/2022 – 01/29/2022 = 5 days
01/31/2022 – 06/11/2022 = 6 days per week x 19 weeks = 114 days
06/13/2022 – 08/12/2022 = 5 days per week x 24 weeks = 120 days
TOTAL DAYS = 239 days

239 days – 4 Federal holidays (Memorial Day, 4th of July, Labor Day, Thanksgiving) = 235 days x 8 hours/day x 0.75 = 1,410 hours

h. Job Offer Information 8

1. Section/Item Number *	A.11	2. Name of Section or Category of Material Term or Condition *	Pay Deductions - A.11 Pay Deductions

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

All employees are covered by workers compensation insurance in accordance with Minnesota law. This insurance provides payment of medical benefits and time loss payments to a worker who is accidentally injured on the job.

The employer is subject to payment of unemployment insurance taxes as provided by Federal and Minnesota law with respect to the employment covered by this Clearance Order.

The reasonable repair or replacement cost of tools or equipment may be deducted from the worker's paycheck for willful damage or loss of such tools or equipment. To secure a replacement at no cost for an employer-supplied item, the worker must present the worn out or broken item to be replaced. Employer-provided items will include appropriate rain wear if the worker is required to work in the rain. Employer may deduct for additional rain suits, safety glasses, gloves, pruning scissors, liners and other items purchased at Employer Store at Employee's request.

Employer will provide prepaid cash card to employers in the first week of employment if requested by employee which can be reimbursed by employees via payroll deductions at employee's request.

H. Additional Material Terms and Conditions of the Job Offer

i. Job Offer Information 9

1. Section/Item Number *	A.11	2. Name of Section or Category of Material Term or Condition *	Pay Deductions - A.8D Piece Rate Offer

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

Not applicable. Workers are paid hourly and not by piece rate.

j. Job Offer Information 10

1. Section/Item Number *	A.11	2. Name of Section or Category of Material Term or Condition *	Pay Deductions - A.8B Wage Offer

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

Overtime will be paid at 1.5 times the basic rate after 40 hours per week.

H. Additional Material Terms and Conditions of the Job Offer

k. Job Offer Information 11

1. Section/Item Number *	A.11	2. Name of Section or Category of Material Term or Condition *	Pay Deductions - A.8E Wage Rates - Special Pay Information

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

Depending on work and crop conditions, the employer may offer workers performing certain tasks during certain periods of the season an opportunity to earn an incentive bonus over and above the guaranteed rate of pay set forth above. If offered, such incentive bonuses will be based on the quantity and quality of work performed and offered to all workers working on the activity(ies) and during the time period(s) when such incentive bonuses are offered. If an incentive bonus is offered, the fact that the bonus is to be offered and the manner in which the bonus will be determined, will be explained to all affected workers before the start of any work period or activity subject to such a bonus. Incentive bonuses are offered at the sole discretion of the employer, and no bonus or opportunity to earn a bonus is promised or guaranteed.

l. Job Offer Information 12

1. Section/Item Number *	A.11	2. Name of Section or Category of Material Term or Condition *	Pay Deductions - A.10 Frequency of Pay

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

Workers will be paid bi-weekly by check. The employer's work week begins on Sunday and ends on the Saturday two weeks after. Workers are paid on the Friday following the Saturday that ends each pay period.

H. Additional Material Terms and Conditions of the Job Offer

m. Job Offer Information 13

1. Section/Item Number *	F.2	2. Name of Section or Category of Material Term or Condition *	Inbound/Outbound Transportation - F.2 Inbound / Outbound Transportation

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

In the event higher required subsistence reimbursements are published in the Federal Register prior to the employee's travel, the employee will be reimbursed at such higher rates. The amount of the reimbursement for transportation shall be the worker's actual cost, but not more than the most economical and reasonable similar common carrier transportation charges for the distance involved.

The period of employment for the above reimbursement shall be the period from the first workday the worker is at the employer's worksite and is ready, willing, able and eligible to work until the anticipated ending day of employment set forth in this Clearance Order.

If a sufficient number of able, willing, qualified and eligible workers are available in a single locality at the same time to come to work for the employer at the beginning of a season from a location beyond normal commuting distance, the employer will arrange bus transportation at the most economical rate attainable for such workers. However, workers will be responsible for paying the cost of such in-bound transportation and subsistence, if applicable, and will be reimbursed for such in-bound transportation and subsistence costs only as set forth in this Clearance Order.

In the event of the death of a worker eligible for employer-provided housing during the time the worker is employed under this Clearance Order, the employer will voluntarily return the worker's remains to the worker's permanent home at no cost to the worker or the worker's family.

n. Job Offer Information 14

1. Section/Item Number *	F.1	2. Name of Section or Category of Material Term or Condition *	Daily Transportation - F.1 Daily Transportation

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

Daily transportation will not be offered to workers who do not occupy employer-provided housing and to workers who are not eligible for such housing.

H. Additional Material Terms and Conditions of the Job Offer

o. Job Offer Information 15

1. Section/Item Number *	E.1	2. Name of Section or Category of Material Term or Condition *	Meal Provision - D.1-D.11 Housing

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

The employer-provided housing is rental housing in commercial apartment buildings, unless noted as housing owned by employer. Employer provided housing will be furnished and consist of a living area, eating area, kitchens equipped with cooking and eating utensils, bathroom, bedrooms and bedding.

The following provisions apply to workers occupying employer-provided housing:

Housing will be offered to workers only. No housing is offered to non-workers. Workers occupying housing provided by the employer will be assigned to a specific housing unit at the sole discretion of the employer and must occupy the specific housing unit assigned to them. Housing units may be reassigned during the course of the season at the sole discretion of the employer for the purpose of making the most economical use of available housing and transportation.

Female workers occupying employer-provided housing will be assigned either to a housing unit shared only with other female workers, or, if necessary, to a housing unit with lockable bedroom shared only with other female workers and lockable bathroom facilities. In such cases, kitchen facilities and common areas will be shared with male workers.

No tenancy in employer-provided housing is created by the occupancy of employer-provided housing. The employer retains possession and control of the housing premises at all times. Workers occupying employer-provided housing under the terms of this Clearance Order shall vacate the housing promptly upon termination of employment.

Employer-provided housing will be clean and in compliance with applicable Federal housing standards when made available for occupancy. Workers occupying employer-provided housing will be responsible for maintaining the housing and their living areas in a neat, clean manner, and for compliance with the employer's "Housing Rules and Regulations" which will be provided upon assignment to housing. The employer-provided housing is in commercial apartment buildings which are also occupied by the general public. Failure to comply with the employer's housing rules will not be tolerated and will result in disciplinary action.

Workers eligible for employer-provided housing may elect not to occupy such housing by signing a form declining the offered housing. Workers declining the housing offered by the employer will be responsible for arranging their own housing at their own expense. The employer will not provide a housing allowance nor daily transportation to and from the place of employment to workers who do not occupy employer-provided housing. A worker who is eligible for employer-provided housing and elects not to occupy such housing may reverse such election at any time during the period of employment set forth in this Clearance Order and will be provided housing by the employer. However, a worker who elects not to occupy employer-provided housing and subsequently reverses such election may not again elect to provide their own housing during the period of employment set forth in this Clearance Order.

Mail intended for workers may be addressed directly to the appropriate address listed above or may be addressed to the worker c/o Bailey Nurseries, Inc., 1325 Bailey Road Newport, MN 55055. In case of emergency only, workers occupying employer-provided housing can be contacted by calling (651) 768-3350 during business hours.

p. Job Offer Information 16

1. Section/Item Number *		2. Name of Section or Category of Material Term or Condition *	

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