

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



**A. Job Offer Information**

1. Job Title * <b>Greenhouse Laborer</b>							
2. Workers Needed *		a. Total	b. H-2A Workers	Period of Intended Employment			
		<b>8</b>	<b>4</b>	3. First Date * <b>2/14/2023</b>		4. Last Date * <b>12/3/2023</b>	
5. Will this job generally require the worker to be on-call 24 hours a day and 7 days a week? * If "Yes", proceed to question 8. If "No", complete questions 6 and 7 below.							<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6. Anticipated days and hours of work per week (an entry is required for each box below) *							7. Hourly Work Schedule *
<b>40</b>	a. Total Hours	<b>7</b>	c. Monday	<b>7</b>	e. Wednesday	<b>7</b>	g. Friday
<b>0</b>	b. Sunday	<b>7</b>	d. Tuesday	<b>7</b>	f. Thursday	<b>5</b>	h. Saturday
							a. <b>7</b> : <b>00</b> <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM
							b. <b>3</b> : <b>00</b> <input type="checkbox"/> AM <input checked="" type="checkbox"/> PM
<b>Temporary Agricultural Services and Wage Offer Information</b>							
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.) <b>See Addendum C</b>							
8b. Wage Offer *		8c. Per *		8d. Piece Rate Offer \$		8e. Piece Rate Units / Estimated Hourly Rate / Special Pay Information \$	
<b>\$ 17.34</b>		<input checked="" type="checkbox"/> HOUR <input type="checkbox"/> MONTH		<b>\$ 00.00</b>		Wage offered is current AEWR or as amended by law.	
9. Is a completed <b>Addendum A</b> providing additional information on the crops or agricultural activities to be performed and wage offers attached to this job offer? *							<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A
10. Frequency of Pay: * <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Biweekly <input type="checkbox"/> Other (specify): <u>N/A</u>							
11. State all deduction(s) from pay and, if known, the amount(s). * (Please begin response on this form and use Addendum C if additional space is needed.) <b>See Addendum C</b>							

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**B. Minimum Job Qualifications/Requirements**

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

**C. Place of Employment Information**

1. Place of Employment Address/Location *			
3301 John R Road			
2. City *	3. State *	4. Postal Code *	5. County *
Troy	Michigan	48083	Oakland
6. Additional Place of Employment Information. (If no additional information, enter " <b>NONE</b> " below) *			
None			
7. Is a completed <b>Addendum B</b> providing additional information on the places of employment and/or agricultural businesses who will employ workers, or to whom the employer will be providing workers, attached to this job order? *			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A

**D. Housing Information**

1. Housing Address/Location *			
4343 24 Mile Road			
2. City *	3. State *	4. Postal Code *	5. County *
Shelby Township	Michigan	48316	Macomb
6. Type of Housing (check only one) *		7. Total Units *	8. Total Occupancy *
<input checked="" type="checkbox"/> Employer-provided (including mobile or range) <input type="checkbox"/> Rental or public		1	4
9. Identify the entity that determined the housing met all applicable standards: *			
<input type="checkbox"/> Local authority <input checked="" type="checkbox"/> SWA <input type="checkbox"/> Other State authority <input type="checkbox"/> Federal authority <input type="checkbox"/> Other (specify): _____			
10. Additional Housing Information. (If no additional information, enter " <b>NONE</b> " below) *			
None			
11. Is a completed <b>Addendum B</b> providing additional information on housing that will be provided to workers attached to this job order? *			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A

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**E. Provision of Meals**

1. Describe how the employer will provide each worker with three meals per day or furnish free and convenient cooking and kitchen facilities. \*

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

Employer furnishes cooking facilities, utilities and utensils at no cost to worker occupying Employer provided housing. Employer-provided housing includes free and convenient kitchen facilities with appropriate equipment, appliances, cooking accessories, and dishwashing facilities for meal preparation. Worker purchases food and prepares meals. Employer offers no cost transportation to worker at least once a week to stores for food and other items.

2. The employer: \*

☒ **WILL NOT** charge workers for meals.

☐ **WILL** charge each worker for meals at \$ \_\_\_\_ . \_\_\_\_ per day, if meals are provided.

**F. Transportation and Daily Subsistence**

1. Describe the terms and arrangements for daily transportation the employer will provide to workers. \*

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

For workers eligible for housing benefit, 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). The employer will use the following vehicles to offer workers daily and weekly transportation at no cost: a mini-van with 7 seats, a Ford Flex with 6 seats, or a Jeep SUV with 5 seats.

2. Describe the terms and arrangements for providing workers with transportation (a) to the place of employment (i.e., inbound) and (b) from the place of employment (i.e., outbound). \*

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

Employer will not reimburse, pay for or provide inbound transportation and subsistence to worker who resides within reasonably commutable distance or who does not provide identity and employment eligibility documentation required to complete Form I-9, who has knowledge at recruitment place that worker cannot perform job order duties, who abandons employment, or who is discharged for lawful job related reasons.

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

\$ 14 . 00

per day \*

b. no more than

\$ 59 . 00

per day with receipts

**G. Referral and Hiring Instructions**



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

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

Employer accepts referrals from any source. Candidates are encouraged to register at nearest employment office (i.e. Michigan Works!), to receive terms and conditions of employment. Oakland County Michigan Works! may be reached at 800-285-9675 or by visiting their website at [www.michiganworks.org](http://www.michiganworks.org).

Applicants should apply for job opportunity at nearest SWA office. (20 CFR 655.152(j)). SWA advises applicants of material terms and conditions of employment, and only refers applicants for employment if applicant confirms he or she is qualified, able, willing, and available for employment. (20 CFR 655.155). SWA refers applicants to employer agent, Great Lakes Ag Labor Services, via email at [wuglals@michfb.com](mailto:wuglals@michfb.com).

Candidates may call Great Lakes Ag Labor Services at 517-391-5090, for interview during hours listed below. Employer makes hiring decision upon verification of employment qualifications.

Interview Hours:

Tuesday, Wednesday, Friday: 8:00 am - 12:00 PM  
Thursday: 8:00 am - 4:30 PM

Employer will not employ undocumented or fraudulently documented workers. Upon hiring and by end of third work day, workers must present original document(s) to establish identity and employment eligibility required by INA to continue employment.

Candidates should check with Employer one week prior to contract start date to confirm no changes to job opportunity. Candidates referred by employment office (i.e. Michigan Works!) should check with employment office 9 days and no later than 5 days prior to date of need to preserve rights under 20CFR653.501(d)(4).

Employer is equal opportunity employer and agrees to comply with assurance at 20 CFR 655.135.

Employer will notify Local Office or State agency if employment terms and conditions change due to factors including crop, weather, or recruitment conditions. Work Agreement terms may be changed upon posted notice to workers and ETA Regional Administrator approval.

2. Telephone Number to Apply \*  
+1 (517) 391-5090

3. Extension §  
N/A

4. Email Address to Apply \*  
[wuglals@michfb.com](mailto:wuglals@michfb.com)

5. Website Address (URL) to Apply \*  
N/A

H. Additional Material Terms and Conditions of the Job Offer

1. Is a completed **Addendum C** providing additional information about the material terms, conditions, and benefits (monetary and non-monetary) that will be provided by the employer attached to this job order? \*

☒ 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:

- JOB OPPORTUNITY:** Employer assures that the job opportunity identified in this clearance order (hereinafter also referred to as the "job order") is a full-time temporary position being placed with the SWA in connection with an *H-2A Application for Temporary Employment Certification* for H-2A workers and this clearance order satisfies the requirements for agricultural clearance orders in 20 CFR part 653, subpart F and the requirements set forth in 20 CFR 655, subpart B. This job opportunity offers U.S. workers no less than the same benefits, wages, and working conditions that the employer is offering, intends to offer, or will provide to H-2A workers and complies with the requirements at 20 CFR part 655, subpart B. The job opportunity is open to any qualified U.S. worker regardless of race, color, national origin, age, sex, religion, handicap, or citizenship.
- NO STRIKE, LOCKOUT, OR WORK STOPPAGE:** Employer assures that this job opportunity, including all places of employment for which the employer is requesting temporary agricultural labor certification does not currently have workers on strike or being locked out in the course of a labor dispute. 20 CFR 655.135(b).
- HOUSING FOR WORKERS:** Employer agrees to provide or secure housing for the H-2A workers and those workers in corresponding employment who are not reasonably able to return to their residence at the end of the work day. That housing complies with the applicable local, State, and/or Federal standards and is sufficient to house the specified number of workers requested through the clearance system. The employer will provide the housing without charge to the worker. Any charges for rental housing will be paid directly by the employer to the owner or operator of the housing. If public accommodations or public housing are provided to workers, the employer agrees to pay all housing-related charges directly to the housing's management. The employer agrees that charges in the form of deposits for bedding or other similar incidentals related to housing (e.g., utilities) must not be levied upon workers. However, the employer may require workers to reimburse them for damage caused to housing by the individual worker(s) found to have been responsible for damage which is not the result of normal wear and tear related to habitation. When it is the prevailing practice in the area of intended employment and the occupation to provide family housing, the employer agrees to provide family housing at no cost to workers with families who request it. 20 CFR 655.122(d), 653.501(c)(3)(vi).  
*Request for Conditional Access to Intrastate or Interstate Clearance System:* Employer assures that the housing disclosed on this clearance order will be in full compliance with all applicable local, State, and/or Federal standards at least 20 calendar days before the housing is to be occupied. 20 CFR 653.502(a)(3). The Certifying Officer will not certify the application until the employer provides evidence that housing has been inspected and approved or, in the case of rental or public accommodations, is otherwise in full compliance.
- WORKERS' COMPENSATION COVERAGE:** Employer agrees to provide workers' compensation insurance coverage in compliance with State law covering injury and disease arising out of and in the course of the worker's employment. If the type of employment for which the certification is sought is not covered by or is exempt from the State's workers' compensation law, the employer agrees to provide, at no cost to the worker, insurance covering injury and disease arising out of and in the course of the worker's employment that will provide benefits at least equal to those provided under the State workers' compensation law for other comparable employment. 20 CFR 655.122(e).
- EMPLOYER-PROVIDED TOOLS AND EQUIPMENT:** Employer agrees to provide to the worker, without charge or deposit charge, all tools, supplies, and equipment required to perform the duties assigned. 20 CFR 655.122(f), .210(d), or .302(c).



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6. **MEALS:** Employer agrees to provide each worker with three meals a day or furnish free and convenient cooking and kitchen facilities to the workers that will enable the workers to prepare their own meals. Where the employer provides the meals, the job offer will state the charge, if any, to the worker for such meals. The amount of meal charges is governed by 20 CFR 655.122(g). When a charge or deduction for the cost of meals would bring the worker's wage below the minimum wage set by the FLSA at 29 U.S.C. 206, the charge or deduction must meet the requirements of 29 U.S.C. 203(m) of the FLSA, including the recordkeeping requirements found at 29 CFR 516.27.

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

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

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

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

B. *Transportation from Place of Employment (Outbound)*

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

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

The employer is not relieved of its obligation to provide or pay for return transportation and subsistence if an H-2A worker is displaced as a result of the employer's compliance with the employer's obligation to hire U.S. workers who apply or are referred after the employer's date of need during the recruitment period set out in 20 CFR 655.135(d). 20 CFR 655.122(h)(2).

C. *Daily Transportation*

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

D. *Compliance with Transportation Standards*

Employer assures that all employer-provided transportation will comply with all applicable Federal, State, or local laws and regulations. Employer agrees to provide, at a minimum, the same transportation safety standards, driver licensure, and vehicle insurance as required under 29 U.S.C. 1841 and 29 CFR 500.104 or 500.105 and 29 CFR 500.120 to 500.128. If workers' compensation is used to cover transportation, in lieu of vehicle insurance, the employer will ensure that such workers' compensation covers all travel or that vehicle insurance exists to provide coverage for travel not covered by workers' compensation. Employer agrees to have property damage insurance. 20 CFR 655.122(h)(4).

8. **THREE-FOURTHS GUARANTEE:** Employer agrees to offer the worker employment for a total number of work hours equal to at least three-fourths of the workdays of the total period beginning with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ending on the expiration date specified in the work contract or in its extensions, if any. 20 CFR 655.122(i).

The employer may offer the worker more than the specified hours of work on a single workday. For purposes of meeting the three-fourths guarantee, the worker will not be required to work for more than the number of hours specified in the job order for a workday, or on the worker's Sabbath or Federal holidays. If, during the total work contract period, the employer affords the U.S. or H-2A worker less employment than that required under this guarantee, the employer will pay such worker the amount the worker would have earned had the worker, in fact, worked for the guaranteed number of days. An employer will not be considered to have met the work guarantee if the employer has merely offered work on three-fourths of the workdays if each workday did not consist of a full number of hours of work time as specified in the job order. All hours of work actually performed may be counted by the employer in calculating whether the period of guaranteed employment has been met. Any hours the worker fails to work, up to a maximum of the number of hours specified in the job order for a workday, when the worker has been offered an opportunity to work, and all hours of work actually performed (including voluntary work over 8 hours in a workday or on the worker's Sabbath or Federal holidays), may be counted by the employer in calculating whether the period of guaranteed employment has been met. 20 CFR 655.122(i).

If the worker is paid on a piece rate basis, the employer agrees to use the worker's average hourly piece rate earnings or the required hourly wage rate, whichever is higher, to calculate the amount due under the three-fourths guarantee. 20 CFR 655.122(i).





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

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

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

10. **HOURS AND EARNINGS STATEMENTS:** Employer agrees to furnish to the worker on or before each payday in one or more written statements the following information: (1) the worker's total earnings for the pay period; (2) the worker's hourly rate and/or piece rate of pay; (3) the hours of employment offered to the worker (showing offers in accordance with the three-fourths guarantee as determined in 20 CFR 655.122(i), separate from any hours offered over and above the guarantee); (4) the hours actually worked by the worker; (5) an itemization of all deductions made from the worker's wages; (6) if piece rates are used, the units produced daily; (7) beginning and ending dates of the pay period; and (8) the employer's name, address and FEIN. 20 CFR 655.122(k).

For workers engaged in the herding or production of livestock on the range, the employer is exempt from recording and furnishing the hours actually worked each day, the time the worker begins and ends each workday, as well as the nature and amount of work performed, but otherwise must comply with the earnings records and hours and earnings statement requirements set out in 20 CFR 655.122(j) and (k). The employer agrees to keep daily records indicating whether the site of the employee's work was on the range or off the range. If the employer prorates a worker's wage because of the worker's voluntary absence for personal reasons, it must also keep a record of the reason for the worker's absence. 20 CFR 655.210(f).

11. **RATES OF PAY:** The employer agrees that it will offer, advertise in its recruitment, and pay at least the Adverse Effect Wage Rate (AEWR), a prevailing wage rate, the agreed-upon collective bargaining rate, the Federal minimum wage, or the State minimum wage, whichever is highest, for every hour or portion thereof worked during a pay period. If the offered wage(s) disclosed in this clearance order is/are based on commission, bonuses, or other incentives, the employer guarantees the wage paid on a weekly, semi-monthly, or monthly basis will equal or exceed the AEWR, prevailing wage rate, Federal minimum wage, State minimum wage, or any agreed-upon collective bargaining rate, whichever is highest. If the applicable AEWR or prevailing wage is adjusted during the contract period, and that new rate is higher than the highest of the AEWR, the prevailing wage, the collective bargaining rate, the Federal minimum wage, or the State minimum wage, the employer will increase the pay of all employees in the same occupation to the higher rate no later than the effective date of the adjustment. If the new AEWR or prevailing wage is lower than the rate guaranteed on this job order, the employer will continue to pay at least the rate guaranteed on this job order.

If the worker is paid on a piece rate basis, the piece rate must be no less than the prevailing piece rate for the crop activity or agricultural activity and, if applicable, a distinct work task or tasks performed in that activity in the geographic area, if one has been issued. At the end of the pay period, if the piece rate does not result in average hourly piece rate earnings during the pay period at least equal to the amount the worker would have earned had the worker been paid at the appropriate hourly rate, the employer agrees to supplement the worker's pay at that time so that the worker's earnings are at least as much as the worker would have earned during the pay period if the worker had instead been paid at the appropriate hourly wage rate for each hour worked. 20 CFR 655.120, 655.122(l).

For workers engaged in the herding or production of livestock on the range, the employer agrees to pay the worker at least the monthly AEWR, the agreed-upon collective bargaining wage, or the applicable minimum wage imposed by Federal or State law or judicial action, in effect at the time work is performed, whichever is highest, for every month of the job order period or portion thereof. If the offered wage disclosed in this clearance order is based on commissions, bonuses, or other incentives, the employer guarantees that the wage paid will equal or exceed the monthly AEWR, the agreed-upon collective bargaining wage, or the applicable minimum wage imposed by Federal or State law or judicial action, whichever is highest, and will be paid to each worker free and clear without any unauthorized deductions. The employer may prorate the wage for the initial and final pay periods of the job order period if its pay period does not match the beginning or ending dates of the job order. The employer also may prorate the wage if an employee is voluntarily unavailable to work for personal reasons. 20 CFR 655.210(g).

12. **FREQUENCY OF PAY:** Employer agrees to pay workers when due based on the frequency disclosed in this clearance order. 20 CFR 655.122(m).
13. **ABANDONMENT OF EMPLOYMENT OR TERMINATION FOR CAUSE:** If a worker voluntarily abandons employment before the end of the contract period, or is terminated for cause, the employer is not responsible for providing or paying for the subsequent transportation and subsistence expenses of that worker, and that worker is not entitled to the three-fourths guarantee, if the employer notifies the U.S. Department of Labor and, if applicable, the Department of Homeland Security, in writing or by any other method specified by the Department of Labor or the Department of Homeland Security in the *Federal Register*, not later than 2 working days after the abandonment or termination occurs. A worker will be deemed to have abandoned the work contract after the worker fails to show up for work at the regularly scheduled time for 5 consecutive work days without the consent of the employer. 20 CFR 655.122(n).
14. **CONTRACT IMPOSSIBILITY:** The work contract may be terminated before the end date of work specified in the work contract if the services of the workers are no longer required for reasons beyond the control of the employer due to fire, weather, or other Act of God that makes fulfillment of the contract impossible, as determined by the Department of Labor. In the event that the work contract is terminated, the employer agrees to fulfill the three-fourths guarantee for the time that has elapsed from the start date of work specified in the work contract to the date of termination. The employer also agrees that it will make efforts to transfer the worker to other comparable employment acceptable



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to the worker and consistent with existing immigration laws. In situations where a transfer is not affected, the employer agrees to return the worker at the employer's expense to the place from which the worker, disregarding intervening employment, came to work for the employer, or transport the worker to his/her next certified H-2A employer, whichever the worker prefers. The employer will also reimburse the worker the full amount of any deductions made by the employer from the worker's pay for transportation and subsistence expenses to the place of employment. The employer will also pay the worker for any transportation and subsistence expenses incurred by the worker to that employer's place of employment. The amounts the employer will pay for subsistence expenses per day are those amounts disclosed in this clearance order. The amount of the transportation payment must not be less (and is not required to be more) than the most economical and reasonable common carrier transportation charges for the distances involved. 20 CFR 655.122(o).

The employer is not required to pay for transportation and daily subsistence from the place of employment to a subsequent employer's place of employment if the worker has contracted with a subsequent employer who has agreed to provide or pay for the worker's transportation and subsistence expenses from the present employer's place of employment to the subsequent employer's place of employment. 20 CFR 655.122(h)(2).

15. **DEDUCTIONS FROM WORKER'S PAY:** Employer agrees to make all deductions from the worker's paycheck required by law. This job offer discloses all deductions not required by law which the employer will make from the worker's paycheck and all such deductions are reasonable, in accordance with 20 CFR 655.122(p) and 29 CFR part 531. The wage requirements of 20 CFR 655.120 will not be met where undisclosed or unauthorized deductions, rebates, or refunds reduce the wage payment made to the employee below the minimum amounts required under 20 CFR part 655, subpart B, or where the employee fails to receive such amounts free and clear because the employee kicks back directly or indirectly to the employer or to another person for the employer's benefit the whole or part of the wage delivered to the employee. 20 CFR 655.122(p).
16. **DISCLOSURE OF WORK CONTRACT:** Employer agrees to provide a copy of the work contract to an H-2A worker no later than the time at which the worker applies for the visa, or to a worker in corresponding employment no later than on the day work commences. For an H-2A worker coming to the employer from another H-2A employer or who does not require a visa for entry to the United States, the employer agrees to provide a copy of the work contract no later than the time an offer of employment is made to the H-2A worker. A copy of the work contract will be provided to each worker in a language understood by the worker, as necessary or reasonable. In the absence of a separate, written work contract entered into between the employer and the worker, the work contract at minimum will be the terms of this clearance order, including all Addenda, the certified *H-2A Application for Temporary Employment Certification* and any obligations required under 8 U.S.C. 1188, 29 CFR part 501, or 20 CFR part 655, subpart B. 20 CFR 655.122(q).
17. **ADDITIONAL ASSURANCES FOR CLEARANCE ORDERS:**
- A. Employer agrees to provide to workers referred through the clearance system the number of hours of work disclosed in this clearance order for the week beginning with the anticipated first date of need, unless the employer has amended the first date of need at least 10 business days before the original first date of need by so notifying the Order-Holding Office (OHO) in writing (e.g., email notification). The employer understands that it is the responsibility of the SWA to make a record of all notifications and attempt to inform referred workers of the amended first date of need expeditiously. 20 CFR 653.501(c)(3)(i).
- If there is a change to the anticipated first date of need, and the employer fails to notify the OHO at least 10 business days before the original first date of need, the employer agrees that it will pay eligible workers referred through the clearance system the specified rate of pay disclosed in this clearance order for the first week starting with the originally anticipated first date of need or will provide alternative work if such alternative work is stated on the clearance order. 20 CFR 653.501(c)(3)(5).
- B. Employer agrees that no extension of employment beyond the period of employment specified in the clearance order will relieve it from paying the wages already earned, or if specified in the clearance order as a term of employment, providing transportation from the place of employment, as described in paragraph 7.B above. 20 CFR 653.501(c)(3)(ii).
- C. Employer assures that all working conditions comply with applicable Federal and State minimum wage, child labor, social security, health and safety, farm labor contractor registration, and other employment-related laws. 20 CFR 653.501(c)(3)(iii).
- D. Employer agrees to expeditiously notify the OHO or SWA by emailing and telephoning immediately upon learning that a crop is maturing earlier or later, or that weather conditions, over-recruitment, or other factors have changed the terms and conditions of employment. 20 CFR 653.501(c)(3)(iv).
- E. If acting as a farm labor contractor (FLC) or farm labor contractor employee (FLCE) on this clearance order, the employer assures that it has a valid Federal FLC certificate or Federal FLCE identification card and when appropriate, any required State FLC certificate. 20 CFR 653.501(c)(3)(v).
- F. Employer assures that outreach workers will have reasonable access to the workers in the conduct of outreach activities pursuant to 20 CFR 653.107. 20 CFR 653.501(c)(3)(vii).

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

1. Last (family) name * Papadelis	2. First (given) name * George	3. Middle initial §
4. Title * President		

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5. Signature (or digital signature) * Digital Signature Verified and Retained By <i>Certifying Officer</i>	6. Date signed * 12/21/2022
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For Public Burden Statement, see the Instructions for Form ETA-790/790A.



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**C. Additional Place of Employment Information**

1. Name of Agricultural Business §	2. Place of Employment *	3. Additional Place of Employment Information §	4. Begin Date §	5. End Date §	6. Total Workers §
Telly's Greenhouse and Garden Center, Inc.	4343 24 Mile Road Shelby Township, Michigan 48316 MACOMB		2/14/2023	12/3/2023	4
Telly's Greenhouse and Garden Center, Inc.	10130 Rock Road Lake, Michigan 48632 CLARE		2/14/2023	12/3/2023	4

**D. Additional Housing Information**

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

*a. Job Offer Information 1*

1. Section/Item Number *	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties
<p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>TRANSPLANTING/PRODUCTION/CARE OF BEDDING PLANTS, ROSES, PERENNIALS, HERBS, VEGETABLES, POINSETTIAS, MUMS, HANGING BASKETS: Worker will carefully stick cuttings, seeds, seedlings and bare root plants into pots, flats, and plug trays of various sizes as directed by supervisor. Worker will by hand or mechanically fill pots, flats, and plug trays of various sizes until cell(s) is/are full of soil. Worker will then level the soil in the tray by hand or by machine so that the soil is level at the container's brim. Worker will then use his/her finger or a stick to make a hole in the soil as directed by Supervisor. Worker will place plant, cutting, seed, or seedling in the center of the predetermined hole so the root structure is entirely covered with soil. Worker must handle plants with care as not to break, damage or bruise the plant while removing it from the tray. Workers may be required to transplant on a conveyor belt while belt is in motion. Workers will remove the planted pots/flats/baskets from racks and place on greenhouse tables or floors as directed by Supervisor. Workers will be required to space plants that are crowded, groom plants with spent flowers, remove unsightly or stressed leaves, water plants, attach basket hangers, train plants, support plants, tag plants, treat plants for disease or insects, and pinch/trim plants as directed by Supervisor. Worker will assemble flats, packs, pots, and trays and stack them for use as directed by Supervisor. Pay will be hourly.</p> <p>GREENHOUSE AND GROUNDS ACTIVITIES: Workers will move plants, tables/benches, pallets, and palletized products weighing up to 60 lbs. from one location to another as directed by Supervisor. This may be accomplished using rolling racks and pallet jacks. Workers will load plants that need to be shipped onto the appropriate racks and transported to the loading facility/area as instructed by Supervisor. Worker will be required to inspect and remove any undesirable foliage/flowers/plant material from flats/pots/hanging baskets. Worker will be required to push full racks onto trucks as directed by Supervisor. Worker will use ladder, scissor-lift, or basket-lifter to place basket on hanger pipe and to harvest basket when ready to ship. Worker will place one irrigation dripper in each hanging basket. Worker will be required as directed by supervisor to unload shipping racks off trucks. Worker will work in and around greenhouses doing general maintenance including sweeping and power-washing floors and tables, sorting and cleaning used plastic pots/trays, moving tables, vacuuming, replacing greenhouse film/covering, assembling water/irrigation systems, and equipment maintenance as instructed by Supervisor. Workers will remove weed barrier fabric and replace in and around greenhouses as directed by supervisor. Workers will perform routine grounds maintenance such as pulling weeds, applying herbicide, and cutting grass in and around greenhouses. Workers will organize materials, tools, and equipment in greenhouses and in storage areas. Workers will dispose of dead plants, plant debris, boxes, used pots, and other greenhouse debris. Workers will empty garbage receptacles or move wheelbarrows weighing up to 60 lbs. Pay will be hourly.</p>			

*b. Job Offer Information 2*

1. Section/Item Number *	A.11	2. Name of Section or Category of Material Term or Condition *	Deductions from Pay
<p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>Employer will make following deductions from worker's wages:</p> <ul style="list-style-type: none"><li>-FICA taxes if required,</li><li>-Federal, state and local income tax if required,</li><li>-Other deductions expressly authorized or required by state or federal law,</li><li>-Other deductions worker authorizes in writing.</li></ul>			

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

*c. Job Offer Information 3*

1. Section/Item Number *	<b>B.6</b>	2. Name of Section or Category of Material Term or Condition *	Additional Information Regarding Job Qualifications/Requirements
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) *			
<p>Job requires worker to complete tasks in general labor, greenhouse labor, seeding, planting, transplanting, watering, weeding, and harvest of horticultural products.</p> <p>Experience Requirement: 3 verifiable months of commercial agriculture or horticulture experience required. Applicants must furnish job references from recent employers within the past 5 years establishing acceptable prior experience.</p> <p>Season Commitment: Job offered requires worker be available for and worker agrees to work every day that work is available for entire employment period.</p> <p>Worker must be able to perform job description duties in safe manner consistent with established safety procedures.</p>			

*d. Job Offer Information 4*

1. Section/Item Number *	<b>F.2</b>	2. Name of Section or Category of Material Term or Condition *	Inbound/Outbound Transportation - Additional Inbound/Outbound Information
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) *			
<p>Worker may select means of transportation to place of employment, however, reimbursement is limited to lesser of per worker cost of Employer provided transportation or most economical and reasonable common carrier transportation cost. Employer will advance inbound transportation amount no later than first workweek.</p> <p>Criteria for benefit are identical for foreign and domestic workers. Worker may select means of transportation home, however, reimbursement is limited to lesser of per worker cost of Employer provided transportation or most economical and reasonable common carrier transportation cost. Worker who arranges own transportation assumes all liability and holds Employer harmless for damages, injuries, and personal or property losses, pays for transportation and subsistence and submits expense documents to Employer for reimbursement (as detailed above) to be paid by check sent via US mail or other delivery system worker requests.</p> <p>Employer will not reimburse, pay for or provide outbound transportation and subsistence to worker who resides within reasonably commutable distance, who does not provide documentation of identity and employment eligibility required to complete Form I-9, who has knowledge at recruitment place that worker cannot perform job order duties, who abandons employment, or who is discharged for lawful job related reasons.</p>			

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

*e. Job Offer Information 5*

1. Section/Item Number *	<b>B.6</b>	2. Name of Section or Category of Material Term or Condition *	<b>Job Requirements - Additional Terms and Conditions</b>
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) *			
<p>Drug testing not utilized as pre-employment tool. See work rules for more information regarding post-employment drug testing.</p> <p>Greenhouse work begins at assigned time as directed by supervisor or Employer. Work may be scheduled during moderate rain, in high humidity, and in temperatures as low as 15 degrees F and up to 105 degrees F. Worker should have suitable clothing for variable weather conditions.</p> <p>Employer conducts and worker must attend orientation on workplace rules, greenhouse labor methods, policies and safety information. Employer provides and worker must comply with instructions and general supervision.</p> <p>Other duties assigned under this order will be consistent with Farmworkers and Laborers, Crop, Nursery, and Greenhouse under Bureau of Labor Statistics Occupational Employment Statistics Standard Occupational Classification Code 45-2092.</p>			

*f. Job Offer Information 6*

1. Section/Item Number *	<b>A.8a</b>	2. Name of Section or Category of Material Term or Condition *	<b>Job Duties - CUTTING GREENS SUCH AS CEDAR, FIR, OR PINE</b>
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) *			
<p>CUTTING GREENS SUCH AS CEDAR, FIR, OR PINE: Worker will cut branches off tree using hand clippers or pruners depending on the size of the branches as directed by Supervisor. Worker will cut branches all the way back to the base of the tree. Worker will then put all branches in a pile until pile is approximately 25 lbs. Worker will tie pile of branches with binder twine and place in truck or bin. Pay will be hourly.</p>			

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**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 - BOUGH/GREENS PREP FOR GARLAND, WREATHS, OR POTTED GREENS ARRANGEMENTS
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) * BOUGH/GREENS PREP FOR GARLAND, WREATHS, OR POTTED GREENS ARRANGEMENTS: Worker will take boughs and cut branches into smaller pieces with hand clippers as directed by Supervisor. Worker will stack all smaller pieces in a pile with all branches pointing the same direction. Pay will be hourly.			

*h. Job Offer Information 8*

1. Section/Item Number *	A.8a	2. Name of Section or Category of Material Term or Condition *	Job Duties - MAKING GREENS ARRANGMENTS
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) * MAKING GARLAND, WREATHS, MEMORIAL ITEMS, OR POTTED GREENS ARRANGEMENTS FROM CUT GREENS: A)ROPING: Worker will use machine as instructed by Supervisor to assemble cut cedar into roping. Worker will take a handful of cut greens and place along the rope of the garland. Worker will use the foot pedal on machine to engage roping/garland machine taking handfuls of cut greens and placing them along the string of the roping as instructed by Supervisor. Worker will continue feeding cut cedar along the rope while engaging the machine pedal to the desired length of the cedar roping/garland. Pay will be hourly.  B)WREATHS: Worker will use foot pedal on wreath machine to crimp the clamp over the cut greens as directed by the Supervisor. Worker will continue to fill all clamps of the ring until the all clamps of the ring have filled. Pay will be hourly.  C)OUTDOOR GREENS ARRANGEMENTS: Worker will push greens into Styrofoam that is affixed to a container. Greens will be cut to similar lengths and pushed in far enough to secure them adequately. The orientation of the greens is important and precise technique will be dictated by the Supervisor. When complete, no Styrofoam should be visible and the shape should be symmetrical. Worker will also create the Styrofoam/container unit by attaching the Styrofoam to the container with tape, glue, or wood pins as directed by the supervisor. Pay will be hourly.  D)MEMORIAL ITEMS: Worker will push greens into Styrofoam that is affixed to a wood board. Worker will cut greens to similar lengths and will push greens into Styrofoam far enough to secure them adequately. Workers will orientate the greens using the precise technique directed by Supervisor. When complete, no Styrofoam should be visible and the shape should be symmetrical. Workers will also assemble the Styrofoam and wood unit using tape as directed by Supervisor. Pay will be hourly.			

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

*i. Job Offer Information 9*

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Housing Terms and Rules 1
<b>3. Details of Material Term or Condition (up to 3,500 characters) *</b> Employer retains possession and control of housing and will conduct weekly inspections for compliance with below rules. Worker and other housing occupants must vacate housing within 48 hours of termination of employment. No person not authorized by Employer may occupy housing. 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). Employer distributes and posts housing rules listed below. Workers who do not comply with housing rules will face progressive discipline, up to and including termination of employment and removal from housing. Employer generally uses 3-step disciplinary process: 1) written warning for first violation, 2) written warning for second violation, 3) termination upon third violation. See work rules below for additional information regarding disciplinary process. Housing Rules: 1.Occupant may occupy only Employer assigned housing unit. 2.No person not assigned housing may occupy bed or stay overnight in housing. 3.Occupant may not separate the bunk beds. 4.Occupant must maintain housing unit in clean condition and good repair. 5.Occupant must report housing compliance issue or potential issue immediately to Employer. 6.Occupant may use kitchen facilities and other common areas and must clean promptly. 7.No cooking is permitted in sleeping rooms or any other non-kitchen areas. 8.Occupant must not remove batteries from smoke detectors for any reason. 9.Occupant must not drop paper, cans, bottles or other trash in housing units or surrounding area, including common areas and must place trash in dumpsters and cover with lids. 10.Occupant living in Employer's housing may not entertain guests in or on housing premises after 10:00 p.m. Sunday through Friday, or after 12 midnight on Saturday. 11.Occupant may not interrupt other workers' rest/sleep period by excessive noise, including no loud music after 9:00 p.m. Sunday through Friday or after 11:00 p.m. on Saturday.			

*j. Job Offer Information 10*

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Housing Terms and Rules 2
<b>3. Details of Material Term or Condition (up to 3,500 characters) *</b> 12.Occupant may not fight, horse play, scuffle, throw things, be drunk, loud or rowdy or threaten or harass other occupants. 13.Occupant may not bring firearms or other weapons onto housing premises. 14.Occupant may not post nor remove any notices, signs, posters, bulletin boards, or other documents from Employer provided housing without Employer permission. 15.Occupant must not willfully abuse, damage or destroy any housing property or contents. 16.Occupant may not remove beds, refrigerators, stoves, tables, chairs, or any other furniture/equipment from housing premises without Employer permission. 17.Occupant will be terminated and removed from housing for stealing from Employer or other occupants. 18.Occupant will be terminated and removed from housing for illegal drug or marijuana use, sale or possession. 19.Occupant must not knowingly or deliberately engage in behavior or take actions to cause compliance issues. 20.Dogs, cats and other pets are not permitted. 21.Occupants and guests must park in designated parking areas only. 22.Occupants may not drain grease or other cooking oils in sinks. 23.COVID-19 Testing; Face Coverings: Occupant may be required to wear face coverings, practice social distancing and be tested for COVID-19 consistent with legal requirements. Employer will pay for testing. 24.Resident Temperature Checks: Occupant may be required to participate in daily health screenings and/or temperature checks consistent with legal requirements.			

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



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

*k. Job Offer Information 11*

1. Section/Item Number *	<b>B.6</b>	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Worker's Compensation & Pay Period Info
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) *			
<p>Worker's Compensation Insurance Carrier: Michigan Horticulture Industries.</p> <p>Deadline for filing claim: Notice should be given as soon as practical following date of injury or death, but no later than 24 hours after incident.</p> <p>Contact information for person who is to be notified in order to file a claim: Lisa Crowell at 517-338-3356</p> <p>Pay Period: Pay period is Sunday through Saturday, paid following Friday.</p> <p>Employer issues paper checks and may offer worker option to accept wages electronically. Employer may offer but does not require payroll debit card. Supervisors distribute payroll check stubs to workers on pay day. Employer will issue paper checks until electronic payment active for worker.</p>			

*l. Job Offer Information 12*

1. Section/Item Number *	<b>B.6</b>	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Variation in Schedule
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) *			
<p>Contract hours represent anticipated work schedule. Prevailing practice results in adjusting hours and work schedule to meet agriculture needs due to crop conditions, weather, and requirement to send product to market when fresh. When hours per day exceed job order hours, Employer offers, but not requires worker to work additional hours.</p>			

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

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

*m. Job Offer Information 13*

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - No Complete, No Re-Hire
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) * No Complete, No Re-Hire: Voluntary termination, abandonment or termination for lawful job-related reasons before specified end date will disqualify worker from future employment opportunities with Employer. For worker who resigns employment voluntarily, Employer will consider and evaluate special circumstances and hardship on case by case basis. Worker is required to notify Employer prior to voluntarily terminating employment to be considered and eligible for exemption to no complete, no rehire policy. If no notice provided, Employer sends wages due to worker's last known address. Worker must provide complete accurate address no later than first day of employment.			

*n. Job Offer Information 14*

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Work Rules 1 Standards of Conduct
3. Details of Material Term or Condition ( <i>up to 3,500 characters</i> ) * Worker may be disciplined and/or terminated for cause for violating following work rules.  Work Rules/Standards Of Conduct/Performance: 1. Disciplinary Process: Worker must work productively and in compliance with Employer policies and job instructions. Failure to follow rules and policies will result in worker discipline and may result in termination. Without limitation on at-will status, Employer generally uses 3-step disciplinary process: 1) written warning for first violation, 2) written warning for second violation and employee may be suspended without pay for up to one full day, 3) termination for third violation. Certain violations are so severe that they may result in termination without prior warning. Discipline Process is not contractual or guarantee of progressive discipline. Employer reserves right to determine appropriate discipline based on circumstances including the following lawful job-related reasons: a) not work efficiently or otherwise refuse without justified cause to perform directed work included in contract; b) commit serious act(s) of misconduct or serious or repeated violation(s) of employer work rules; c) fail after completing training period to perform work; d) abandon employment; e) falsify identification, personnel, medical, production or other records; f) fail or refuse to take drug test when requested (Employer reserves right to conduct for cause, non-discriminatory drug testing at Employer expense. Drug test will not be utilized as pre-employment tool.); or g) fail to obey directions. 2. Prohibition on Charging Fees: Workers may not charge fees to other workers, including but not limited to kickbacks, bribes, recruitment fees, processing fees, and placement fees. Workers must report any fee immediately to Employer. 3. COVID-19 Testing: Testing may be required consistent with legal requirements. 4. COVID 19 Daily Health Screenings: Worker may be required to undergo daily health screening, including temperature checks, before entering workplace each day consistent with legal requirements. 5. COVID-19 Workplace Safety: Worker will be required to comply with Employer rules regarding COVID-19 prevention consistent with legal requirements including Personal Protective Equipment (PPE) use such as face masks, face shields and gloves, social distancing, hand sanitation and other workplace requirements. Violations of COVID-19 rules are subject to Employer's three-step discipline process. 6. No Illegal Activities Permitted On Farm: Worker must not participate in, or allow illegal activities on farm or worker housing areas, including, but not limited to theft, assault, and illegal drug use. 7. Alcoholic Beverages, Marijuana, Firearms, And Illegal Drugs: Alcohol, marijuana, firearms and illegal drugs are not permitted in any work area. This includes weapons under local carry and concealed weapons laws.			

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

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

*o. Job Offer Information 15*

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Work Rules 2 Standards of Conduct
<p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>8. Alcohol And/Or Drug Use: Worker must not be under influence or impaired by alcohol, prescription legal or illegal drugs or medications, or other substances that may adversely affect alertness, coordination, reaction response or safety during work hours. Employer may require alcohol and drug testing if reasonable suspicion that worker is under influence at work, when worker suffers injury and requires medical attention or regulatory agency reporting either while on duty, or while on Employer's work premises. Testing may also be required if worker is involved in workplace injury resulting in damage to property or injury to others. Grounds for reasonable suspicion include, but are not limited to observation of slurred speech, bloodshot eyes, erratic behavior, difficulty walking, difficulty performing assignments, paraphernalia, and/or the smell of alcohol or drugs on worker. Worker agrees to testing as a condition of employment. Testing done at employer's expense and not utilized as a pre-employment tool.</p> <p>9. Discrimination / Harassment, Discrimination and/or harassment against Worker on protected characteristics is prohibited. Concerns of prohibited harassment or discrimination should be reported to Employer, worker's Supervisor, or Amanda Black at amanda@tellys.com. Employer will investigate reports and take reasonable responsive action as warranted to correct or prevent violations. Retaliation against worker who takes good faith actions under policy is prohibited.</p> <p>10. Bottles, Cans And Trash: In work areas, worker must place trash in proper trash containers. Glass bottles, cans or food containers are not allowed in fields or food handling, packing/storage areas. Worker must pick up all paper and trash brought to fields.</p> <p>11. Headphones: Use of headphones is permitted during work activity, but must not impair communication with others or negatively impact productivity. Headphones are not allowed while driving equipment.</p> <p>12. Ladders &amp; Scissor Lifts: Ladders and scissor lifts may be used to elevate workers up to 16 feet above the ground. This equipment is used for hanging up hanging baskets, harvesting hanging baskets, and greenhouse maintenance. Workers must use ladders in a safe manner. Workers will be trained by supervisors to safely use scissor lifts. Both of these equipment types shall be stored in areas designated by supervisors when not in use.</p>			

*p. Job Offer Information 16*

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Work Rules 3 Work Area Rules
<p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>Work Area Rules</p> <p>13. No Children Work Areas: Children are never allowed in work areas, in or around worker cars near work areas, or on or about work equipment. Worker must not misrepresent age or falsify age documents to gain employment, access or other purpose.</p> <p>14. Visitor Policy: No visitors allowed on farm premises, except worker housing, without Employer permission. Visitors must report to supervisor and sign visitor registration log.</p> <p>15. Spraying: Worker must leave field or greenhouse during spraying. Workers will be provided additional training and Personal Protective Equipment (PPE) if involved in spray application.</p> <p>16. Parking: Parking allowed in designated areas only.</p> <p>17. Work Hours: Employment hours are influenced by factors such as weather, harvest and market conditions, customer expectations and other business reasons.</p> <p>18. Job Assignments: Employer assigns work and provides instructions. Worker must not begin work prior to scheduled time. Worker must not leave job assignment area unless authorized.</p> <p>19. Absences/Tardiness: Unless excused in advance, worker is expected to work all scheduled days and hours. Unexcused tardiness treated as an unexcused absence. Worker must inform Supervisor or Employer of absence or tardiness before the shift if possible. Domestic workers may be eligible for paid sick leave.</p> <p>20. Lunch Period: Worker must take unpaid lunch at Employer direction. Worker may not work during lunch period. Employee must punch out of the time-clock for the duration of the meal period.</p> <p>21. Breaks: Employee will have one break for every 4 consecutive hours of work at the direction of the Supervisor. Breaks shall not exceed 10 minutes. Restroom visits should occur during scheduled breaks if possible.</p> <p>22. Time Keeping: Worker who leaves for any reason during workday must mark out and in again at return. If worker fails to properly mark in and out, Employer may adjust time to reflect absence. Worker will be required to clock in and out using electronic system provided by employer. Worker must not clock in for another worker, for any reason.</p> <p>23. Pay Check Receipt: Worker must personally take delivery of own paychecks. Worker may not pick up another worker's check.</p> <p>24. Worker may never ride on equipment not designed for riding purposes. All work-related injuries must be immediately reported to Employer.</p> <p>25. Worker must wear assigned personal protective equipment at all required times. Worker must wear proper clothing and footwear for conditions and all footwear must be closed-toe.</p>			

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

q. Job Offer Information 17

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Work Rules 4 Health and Hygiene
<p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>26. Worker Health and Hygiene: Worker must follow proper sanitation and hygiene practices including water, bathroom and hand washing facility use. Worker must wash hands before beginning or returning to work.</p> <p>27. Designated Eating and Smoking Areas: Smoking is permitted only in designated areas. Worker may not smoke in buildings, sales areas, or retail parking lots, except for Employer designated areas.</p> <p>28. Illness and Injury: Worker who has diarrhea or infectious diseases symptoms must not handle produce and must immediately report condition to Employer. Cuts or other open injuries must be treated by proper first aid supplies and be properly covered. Worker must report if produce comes in contact with blood or other bodily fluid. Contacted produce must be discarded. Equipment or containers exposed to any bodily fluid must be disinfected prior to reuse, including harvesting buckets and plastic lugs.</p> <p>29. Animals: Animals are not allowed in greenhouse or work areas. Domestic or wild animal evidence must be reported.</p> <p>30. Personal Hygiene Rules in Greenhouse: Worker must tie back or cover long hair, roll up sleeves, keep nails cut short without nail color, not wear jewelry, chew gum or chew/spit tobacco. Worker must wash hands at start of production and after returning from restroom. If gloves required, worker must wear when working and must remove before breaks, lunch, or bathroom use. Hand sanitizer is not a substitute for required hand washing.</p> <p>31. Access: Entry to Employer's facilities is limited to workers and authorized personnel only. Entry by unknown persons must be reported immediately.</p> <p>32. No Tampering with Product: Worker must not tamper or alter harvested or packed products.</p>			

r. Job Offer Information 18

1. Section/Item Number *	B.6	2. Name of Section or Category of Material Term or Condition *	Job Requirements - Training Provided
<p>3. Details of Material Term or Condition (<i>up to 3,500 characters</i>) *</p> <p>Employer provides the following trainings:</p> <ul style="list-style-type: none"><li>-Worker Protection Standards</li><li>-Right to Know</li></ul>			

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