



Charlie Crist
Governor
Cynthia R. Lorenzo
Director

MEMORANDUM

DATE: July 12, 2010
TO: Regional Workforce Board Executive Directors
FROM: Lois A. Scott, Program Manager, One-Stop and Program Support
SUBJECT: Procedure for Making Referrals to Agricultural Clearance Orders

The following information related to agricultural clearance orders serves to help regions understand the process for making referrals to these jobs.

Part of the referral process for agricultural clearance job orders for temporary or seasonal agricultural workers involves contact with the order-holding State Workforce Agency or the employer. Interested applicants are not allowed to apply for these jobs directly through EFM. Job order instructions, such as for H-2A jobs, state that applicants must report to their local One-Stop Center for help in contacting the employer. As per federal regulations at 20 CFR 653.501, staff should contact the order-holding office by telephone or other timely means on behalf of the worker referred through the clearance system.

Although regions may have policy prohibiting staff from placing long distance calls, exceptions should be granted for staff referring jobseekers to agricultural clearance orders. Referral by a One-Stop Center provides guarantees and protections that may not be available to a worker not referred.

Please share this information with appropriate staff. If you have any questions regarding this memorandum, please contact Marisela Ruiz at (850) 921-3207 or via e-mail at marisela.ruiz@flaawi.com.

LAS/omr

cc: Barbara Griffin Clifftin Atkinson
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