

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
DEPARTMENT OF LABOR
AND THE
NATIONAL COUNCIL OF FIELD LABOR LOCALS, AFGE, AFL-CIO**

I. Introduction:

This is a Memorandum of Understanding (MOU) entered into between the U.S. Department of Labor (DOL) and the National Council of Field Labor Locals (NCFL), AFGE, AFL-CIO, in accordance with the applicable provision of the master DOL-NCFL Agreement.

II. Subject:

This MOU concerns the impact and implementation of the Wage and Hour Division H-1B JRC Form.

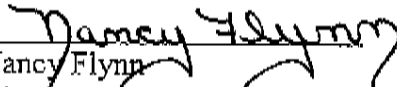
III. Terms of Agreement:

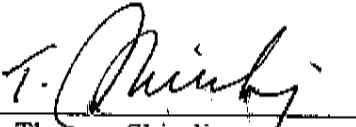
The United States Department of Labor, Wage and Hour Division, shall take the following steps to ensure that NCFL bargaining unit employees do not experience adverse consequences as a result of using the H-1B JRC Form (whether in hard or electronic formats):

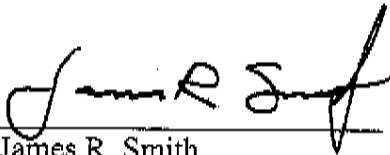
1. All affected employees will be provided training on completing the H-1B JRC Form as it relates to the H-1B program. Any H-1B training session will include training on how to use the H-1B JRC Form. Additionally, Wage and Hour will prepare a "FAQ" on how to use the H-1B JRC Form, updated appropriately. The Department will distribute the FAQ through normal channels and to the NCFL Executive Committee.
2. Wage and Hour recognizes that the information needed to complete the H-1B JRC Form can be of unusual complexity and not easily discernible. Wage and Hour agrees to allow a sufficient amount of time to gather, analyze, and record that information. Such time will be reported on the diary sheet with an "action" entry describing the work performed.
3. Where appropriate, Wage and Hour will include "Not Applicable" or "Unknown" as possible answers on the H-1B JRC Form.
4. The Department (WH National Office) will disseminate a copy of this MOU to all Wage and Hour managers and bargaining unit employees.
5. The Department will advise the NCFL of any changes that affect the H-1B JRC Form.


(MOU --- H-1B FORM)

FOR THE DEPARTMENT


Nancy Flynn
Director, Office of Planning
And Analysis

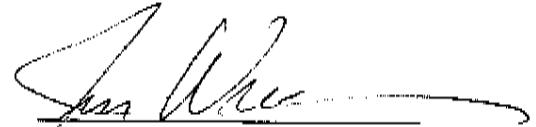

R. Thomas Shierling
Immigration Team Leader

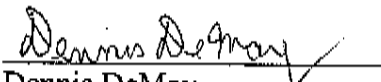

James R. Smith
District Director
Michigan District Office

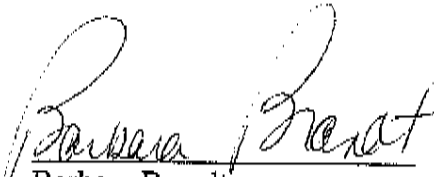

Carol D. Qualls
Human Resources Specialist

FOR THE NCFL


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Barbara Brandt
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11/20/02