

**LETTER OF ARRANGEMENT**  
**BETWEEN**  
**THE WAGE AND HOUR DIVISION OF THE**  
**DEPARTMENT OF LABOR OF THE UNITED STATES OF AMERICA**  
**AND**  
**THE MINISTRY OF FOREIGN AFFAIRS OF BELIZE**  
**CONCERNING WAGE AND HOUR LAWS AND REGULATIONS APPLICABLE TO**  
**BELIZEAN WORKERS IN THE UNITED STATES**

The Wage and Hour Division (WHD) of the Department of Labor of the United States of America and the Ministry of Foreign Affairs of Belize, through its Embassy and consulates in the United States, hereinafter “the Participants”;

**CONSIDERING** their desire to protect the well-being of Belizean workers in the United States;

**CONSIDERING** their desire to establish programs of cooperation to educate and inform Belizean workers and employers in the United States as to their respective workplace rights and responsibilities, to provide them with information about WHD resources to strengthen implementation of the laws enforced by the agency;

**CONSIDERING** the importance of promoting a better understanding of wage and hour laws and regulations by Belizean workers in the United States through outreach, education, training, and replication of best practices, and to help address wage and hour issues impacting Belizean workers in the United States; and

**CONSIDERING** the intention of the Participants, through the U.S.–Belize Joint Declaration between the Department of Labor of the United States of America and the Ministry

of Foreign Affairs of Belize, signed at Washington, DC on February 10, 2014 to work together to inform Belizean workers in the United States about their labor rights,

Intend to collaborate as follows:

## **SECTION 1**

### **Objective**

To promote the workplace rights and well-being of Belizean workers in the United States through joint efforts between the Participants and with other relevant governmental agencies and private organizations in the United States, as appropriate and as mutually consented to by the Participants.

## **SECTION 2**

### **Areas of Collaboration**

In furtherance of this objective, the Participants intend to pursue the following initiatives concerning wage and hour related workplace issues affecting Belizean workers in the United States to the extent funds are available:

1. Joint development, translation, and dissemination of informational materials, utilizing print and electronic media, addressing workplace laws and regulations affecting Belizean workers in the United States.
2. Distribution and publicity by WHD and the Embassy of Belize and its consulates in the United States of brochures, pamphlets and other informational materials to Belizean workers regarding applicable labor protections in the United States, both prior to and after their arrival in the United States.
3. Joint expansion of collaborative partnerships to other areas in the United States, with each initiative tailored to the special characteristics of the target communities.

4. Development with the Embassy of Belize and its consulates in the United States of other appropriate models for collaboration for implementation in regions in the United States where there are Belizean worker populations.
5. Outreach by the Embassy of Belize and its consulates in the United States to entities such as faith- and community-based organizations that routinely interact with Belizean workers to:
  - a. facilitate meetings with Belizean workers to provide information about worker protections in the United States and where to seek assistance; and
  - b. promote the distribution of materials providing information about worker protections in the United States and where to seek assistance.
6. Outreach by the Embassy of Belize and its consulates in the United States to Belizean employers and or Belizean business associations in the United States to facilitate training by the WHD on applicable wage and hour laws.
7. Outreach by the Embassy of Belize and its consulates in the United States to national media outlets and local community media in the United States to facilitate public service programs to provide information about worker protection laws in the United States.
8. Assistance by the Embassy of Belize and its consulates in locating Belizean workers following their return to Belize to:
  - a. provide information about an Belizean worker's current address to facilitate the payment of back wages; and
  - b. provide information for developing an enforcement action against an employer of a Belizean worker or workers in the United States.

### **SECTION 3**

#### **Process of Consultation**

The Participants intend to collaborate through joint efforts at the national level between the WHD and the Embassy of Belize in Washington, D.C. and at the regional level between the WHD regional and area offices and the Belizean consulates in the United States. The Participants intend to identify points of contact for formal communication at the national and regional levels who would be responsible for developing joint efforts within the areas of cooperation as may be decided. Representatives of the Participants intend to meet on a periodic basis to assure that these functions are carried out. The Participants have exchanged lists of national and regional representatives, who would serve as contact points to support these efforts.

### **SECTION 4**

#### **Expenses and Costs**

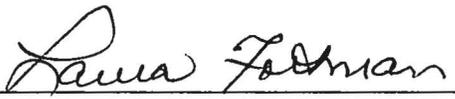
Each Participant intends to finance its participation in any areas of cooperation undertaken pursuant to this Letter of Arrangement and subject to the availability of funds in each Participant's respective budget.

**SECTION 5**  
**Final Provisions**

This Arrangement becomes operative on the date of signing and is intended to cease after a period of three years. The Arrangement may be modified by written consent of the Participants. This Arrangement may be continued by written consent of the Participants. Either Participant should endeavor to provide three months written notification of its intent to discontinue this Arrangement to the other Participant.

Signed at Washington, D.C. in duplicate on the tenth day of February two thousand fourteen.

**FOR THE WAGE AND HOUR DIVISION  
OF THE DEPARTMENT OF LABOR OF  
THE UNITED STATES OF AMERICA:**

  
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**Laura Fortman**  
**Principal Deputy Administrator**

**FOR THE MINISTRY OF FOREIGN  
AFFAIRS OF BELIZE:**

  
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**Nestor Mendez**  
**Ambassador of Belize  
to the United States**