

TRAINING AND EMPLOYMENT NOTICE	NO.	52-11
	DATE	June 20, 2012

TO: ALL STATE WORKFORCE AGENCIES
ALL STATE WORKFORCE LIAISONS

FROM: JANE OATES /s/
Assistant Secretary

SUBJECT: Corrections regarding the Services to Migrant and Seasonal Farmworkers Report, ETA Form 5148, and the One-Stop Career Center Complaint/Referral Record, ETA Form 8429

1. **Purpose.** To transmit corrections for the Services to Migrant and Seasonal Farmworkers Report, ETA Form 5148, and the One-Stop Career Center Complaint/Referral Record, ETA Form 8429.
2. **References.**
 - Training and Employment Notice (TEN), No. 47-11, *Services to Migrant and Seasonal Farmworkers Report, ETA Form 5148 without revisions, and One-Stop Career Center (OSCC) Complaint/Referral Record, ETA Form 8429 with revisions; OMB No. 1205-0039.*
3. **Background.** Through TEN 47-11, the Employment and Training Administration (ETA) transmitted the Services to Migrant and Seasonal Farmworkers Report, ETA Form 5148, and the One-Stop Career Center (OSCC) Complaint/Referral Record, ETA Form 8429. As outlined in the notice, states are required to use these forms; this reporting requirement has been approved under the Paperwork Reduction Act, Office of Management and Budget Approval No. 1205-0039 with an expiration date of April 30, 2015. Form 8429 was approved with minimal changes, which are outlined in TEN 47-11. Form 5148 was approved with no changes.
4. **Form 5148.** An incorrect version of Form 5148 was attached to TEN 47-11. The correct version of the form, with a May 2012 revision date, is being transmitted through this Change 1 to the TEN. States use the on-line Enterprise Business Support System (EBSS) to report to ETA on services to migrant and seasonal farmworkers using Form 5148. The online Form 5148 utilized by states in EBSS remains accurate, and there is no change in reporting requirements for states. Two non-substantive revisions have been made in the attached Form 5148 to: 1) reflect the name change of the U.S. Department of Labor's "Employment and Standards Administration" to the "Wage and Hour Division"; and 2) clarify that the minimum service level indicator on wages (Part 4, Item #2) pertains to placement in jobs that are .50¢ above the Federal minimum wage, per current regulations.

5. **Form 8429.** While the Form 8429 released with TEN 47-11 was accurate and may be used, the name change of the “Employment Standards Administration” to the “Wage and Hour Division” has also been made. Form 8429, with a May 2012 revision date, is also being transmitted through this Change 1 to the TEN.

6. **Inquiries.** Inquiries concerning this TEN should be directed to the Regional Monitor Advocate in the state’s respective ETA regional office:

Region 1 – George J. Kincannon, at Kincannon.George.J@dol.gov or (617) 788-0135

Region 2 – Michael Toops, at Toops.Michael@dol.gov or (215) 861-5217

Region 3 – Toni Buxton, at buxton.toni@dol.gov or (404) 302-5367

Region 4 – Jesus Morales, at morales.jesus@dol.gov or (972) 850-4616

Region 5 – Eric Hernandez, at hernandez.eric@dol.gov or (312) 596-5419

Region 6 – Diane Walton, at Walton.Diane@dol.gov or (415) 625-7924

7. **Attachment.**

- Services to Migrant and Seasonal Farmworkers Report, ETA Form 5148
- One-Stop Career Center (OSCC) Complaint/Referral Record, ETA Form 8429