# LABOUR MARKET IMPACT ASSESSMENT APPLICATION AGRICULTURAL STREAM 

Employers should visit the Temporary Foreign Worker (TFW) Program website, to verify that the Program is accepting applications for the specific occupation or sector for which they wish to hire the temporary foreign worker (TFW) and to determine if they are eligible to participate in the Program.

## Privacy Notice Statement

The personal information that you provide is collected by Employment and Social Development Canada (ESDC) under the authority of the Immigration and Refugee Protection Act (IRPA) and the Immigration and Refugee Protection Regulations (IRPR), for the purpose of administering and enforcing the Temporary Foreign Worker (TFW) Program.

The information that you provide may be shared with: Immigration, Refugees and Citizenship Canada and the Canada Border Services Agency for the administration and enforcement of the TFW Program and IRPA/IRPR; the Canada Revenue Agency for the administration and enforcement of the TFW Program; and, provincial/territorial governments for the administration and enforcement of provincial/territorial legislation and programs. The information may also be used by ESDC for research and evaluation purposes and to support the administration or enforcement of other programs in ESDC, including Service Canada and the Labour Program.

This information may also be shared with any Party identified by the employer on the LMIA application form or in the employment agreement.
Your personal information is administered in accordance with the IRPA, IRPR, the Privacy Act, the Department of Employment and Social Development Act (DESDA) and other applicable laws. You have the right to the protection of, access to, and correction of your personal information, which is described in Personal Information Banks: TFWP ESDC PPU 440 and TFW Program Employer Compliance Reviews and Inspections ESDC PPU 715. Instructions for obtaining this information are outlined on the Treasury Board of Canada Secretariat website.
This website may also be accessed on-line at any Service Canada Centre. You have the right to file a complaint with the Privacy Commissioner of Canada regarding the institution's handling of your personal information on the Office of the Privacy Commissioner of Canada website.
A person, who contravenes a provision set out under sections 126 or 127 of the Immigration and Refugee Protection Act (misrepresentation), could be liable to a fine or to imprisonment, or to both. Also, providing inaccurate information, in the context of this application, may lead to an administrative penalty such as being ineligible to access the Program for a period of two years.



## SECTION 4: LABOUR MARKET IMPACTS

1. How many employees are employed nationally under the employer's 9 digit CRA business number?
2. Did the business report more than $\$ 5$ million (CAD) in annual gross revenue to CRA during its last tax year?
$\square$ No $\quad \square$ Yes
3. Will hiring a TFW result in direct job creation or job retention of Canadians/ permanent residents?
$\square$ No $\quad \square$ Yes
4. Will hiring a TFW result in the development or transfer of skills and knowledge for the benefit of Canadians/permanent residents?

No

7. Will hiring a TFW
fill a labour shortage?No $\square$ Yes
9. Please describe any other benefits to the Canadian labour market that will result from offering this job to a TFW:


## SECTION 5: JOB OFFER DETAILS

1. How many TFWs is the employer applying for in this occupation?
2. What is the job title of the position being offered to the TFW(s):
3. Describe, in your own words and in as much detail as possible, the main duties of the position offered to the TFW(s):
4. How is the position requested in this application necessary for the operations of the business and explain the impact on your operations should the position remain vacant?

5. Please justify the requested employment duration in accordance with the planned activities or projects within your organization.
6. Indicate the language requirement stated in the offer of employment:
$\square$ This position requires the ability to communicate orally in:English
French
$\square$ English or FrenchEnglish and FrenchThe position requires the ability to communicate in writing in:
$\square$ EnglishFrench
English or FrenchEnglish and FrenchThis position does not require the ability to communicate in any specific language.The position requires the ability to communicate in a language other than English or French.
If this option is selected, indicate the other language required for the position and provide a rationale:
7. Minimum education requirements of the job:
$\square$ No formal education requirementCollege level diploma/certificate

Completion of secondary schoolBachelor's degreeDoctorate/Ph.D.

Apprenticeship, trade or vocational diploma or certificateMaster's degreeDoctor of Medicine

Professional degreee
Not specified by employerOther minimum education requirements

Describe the specific diploma/certificate, degree, Ph.D. or other education requirements that the job requires:
10. Minimum experience/skills requirements of the job (include years of experience and/or occupational designations such as CPA, RN, P.Eng.):
11. Is the occupation regulated at a federal/provincial/territorial level and requires occupational certification, licensing, or registration?
12. If yes, indicate the type of occupational certification, licensing, or registration and the name of the issuing body/ authority:
$\square$ No $\quad \square$ Yes

## SECTION 6: WORK LOCATION

1. Business Operating Name of the primary work location:
2. Describe, in your own words and in as much detail as possible, the principal business activity at the primary work location:
3. Describe, in your own words and in as much detail as possible, any safety concerns or hazards associated with the principal business activity or site:

| 4. Address of the primary location where the TFW will work: <br> Line 1: | 5. City: | 6. Province/Territory: |
| :--- | :--- | :--- |
| Line 2: | 7. Postal Code (Mandatory): |  |

Note: If necessary, attach a separate sheet. If the TFW will be working at multiple locations, include the business operating name, the description of the principal business activity, and the address of each additional work location.

## SECTION 7: HOURS, PAY AND BENEFITS

1. What is the wage range for all employees currently working in this same occupation, with the same skills and years of experience, at this work location?
$\qquad$
there are no employees currently working in this occupation, with the same skills and years of experience, at this work location

Note: The wage range should be from the last 2 pay periods that have occurred within the 6 weeks prior to submitting the application.

| 2. How many hours will the TFW work ea | d day? | 3. How many hours will the TFW work each week? |  |
| :---: | :---: | :---: | :---: |
| 4. Will the TFW have an atypical schedule without standard daily or weekly hours? No Yes | 5. If yes, provide details: |  |  |
| 6. Is the employer's job offer for a fulltime position (average of at least 30 hours per week) throughout the duration of employment covered by this LMIA? No Yes | 7. If no, provide details: |  |  |
| 8. What is the regular (non-overtime) wa hour being offered to the TFW? | in Canadian dollars per | 9. What is the overtime wage in Canadian dollars per hour being offered to the TFW? (if applicable and must meet provincial/territorial requirements) MANDATORY: If you have entered an overtime rate you must complete the section Starting after - hours per day or hours per week or both. |  |
| Note: Employers must provide the calcula even if the position is salaried, paid in fo | ation of an hourly wage in \$CAD, eign currency, or paid by piecework. | Overtime rate of \$ per hour N/A | Starting after $\qquad$ hours per day hours per week |
| 10. Was the wage converted from a monthly or yearly salary, or a currency other than Canadian dollars, or both? No Yes | 11. If yes, provide calculations used | tain hourly \$CAD wage: |  |
| 12. Will the TFW be paid any contingent wages (e.g. piecework, mileage, commissions, guaranteed bonuses, or predictable overtime)? No Yes | 13. If yes, provide details: |  |  |
| 14. Is the position part of a union? No Yes | If yes, attach the section(s) of the collective bargaining agreement that list rates of pay. |  |  |

15. Benefits (additional benefits offered over and beyond the provincial/territorial requirements):
$\qquad$ Dental insurance
Employer-provided Pension
Extended medical insurance (e.g. prescription drugs, paramedical services, medical services and equipment)Other benefits (explain):
16. Vacation (must meet minimum provincial/territorial requirements):

Days _ (\# of business days per year) Remuneration $\qquad$ (\% of gross salary)

## SECTION 8: RECRUITMENT

1. Is the position subject to a variation in minimum advertising requirements as listed on the TFW program website, including the Quebec Facilitated Process?
$\square$ Yes If yes, specify the variation requested and provide a rationale for meeting its criteria:

Refer to the website for guidance on the applicable recruitment or advertising variation and continue completing Section 8: Recruitment only if necessary. Variations are subject to review.
$\square \mathrm{No}$
If no, proceed to the next question
2. Did the employer try to recruit Canadians/permanent residents prior to submitting this LMIA application for this job?

Note: Most program streams require recruitment efforts within the 3 months prior to submitting an application. Please refer to the website for more details.
No If no, explain why the employer has not attempted to recruit Canadians/permanent residents:
$\square$ Yes
If yes, complete all the applicable boxes and provide the required information below

| Method | Name of Advertising <br> Source | Website Address (if applicable) | Advertisement \# | Publication Date |  |
| :--- | :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Proof of recruitment must be submitted with the LMIA application (i.e. copy of advertisements and information to support where, when and for how long the position was advertised).
3. How many applications/resumes were received from Canadians/permanent residents?
5. How many Canadians/permanent residents were offered the position?
7. How many Canadians/permanent residents declined a job offer?
4. How many Canadians/permanent resident applicants were interviewed?
6. How many Canadians/permanent residents were hired?
8. How many Canadians/permanent residents applied but were not interviewed or offered the position?
9. For each unsuitable Canadian/permanent resident applicant, provide a detailed explanation as to why the candidate did not meet the requirements of the position. If necessary attach a separate sheet. However, do not provide the names of the candidates (e.g. applicant \#1 - has not completed the apprenticeship program and therefore cannot work as a journeyperson).

## SECTION 9: AGRICULTURAL OPERATION DETAILS

1. List crops/commodities, acreage and harvesting method for the job that will be performed by temporary foreign workers.

| Crop/Commodity |  | Acreage and/or headcount of livestock | Method Harvested Fully automated Semi-automated Hand harvested Job does not require harvesting |
| :---: | :---: | :---: | :---: |
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| Crop/Commodity |  | Acreage and/or headcount of livestock | Method Harvested Fully automated Semi-automated Hand harvested Job does not require harvesting |
| 2. Total number of Canadian/permanent resident workers in the same occupation working at the same location: |  | 3. Total number of temporary foreign workers in the same occupation at the same location: |  |
| Expected to be employed this year/ season | Employed last year/ season | Expected to be employed this year/ season | Employed last year/ season |

4. If the total numbers of workers, which includes Canadian citizens, permanent residents and temporary foreign workers (TFWs) is different from last year/ season, provide an explanation

## SECTION 10: TYPE OF REQUEST

1. Is this LMIA application for replacement workers? (request to replace worker(s) who left prior to the expected employment end date):YesNo
2. If yes, respond to the following:

What is the initial LMIA \# you require replacement workers for?

And how many workers are currently employed under the initial LMIA?

## SECTION 11: ACCOMMODATION

Employers must provide proof that the on-farm or off-farm housing has been inspected by the appropriate provincial/territorial/municipal body or by an authorized private inspector with appropriate certifications from the relevant level of government. BC only, the inspection must be approved by British Columbia Agriculture Council (BCAC) as well as validated and conducted by a BCAC sanctioned inspector who is authorized to conduct agriculture inspections for the upcoming season. If the authorized inspector or jurisdiction does not have a standard format for reporting official housing inspections, employers must ensure that Schedule F - Housing Inspection Report Seasonal Agricultural Worker Program and Agricultural Stream is used to report the results.

As proof of the suitability of the housing, employers must submit a housing inspection report which demonstrates that the housing unit has been inspected within the eight month period prior to Service Canada receiving the LMIA application. Example: An LMIA application received by Service Canada on December 1, 2017 included a housing inspection report dated May 15, 2017. The housing inspection will be accepted as it was completed within 8 months of the application submission date.

| 1. Physical address of housing provided to the TFW <br> Line 1: | 2. City: | 3. Province/Territory/State: |
| :--- | :--- | :--- |
| Line 2: | 4. Country: | 5. Postal Code (Mandatory): |
| 6. Physical address of second housing location, if applicable <br> Line 1: | 7. City: | 8. Province/Territory/State: |
| Line 2: | 9. Country: | 10. Postal Code (Mandatory): |

11. Housing Inspection

Housing inspection report completed within the 8 month period prior Service Canada receiving this application is included.
12. Is the employer providing on-farm or off-farm housing?


On-farm
If on-farm, complete question 13 and proceed directly to SECTION 12: EMPLOYER RESPONSIBILITIES

Off-farm
If the housing will be off-farm, is the occupation in which the temporary foreign workers will work a lowerskilled or higher-skilled occupation?

Lower-Skilled
If off-farm and lower-skilled, complete question 13 and proceed directly to SECTION 12: EMPLOYER RESPONSIBILITIES

Higher-Skilled
If off-farm and higher-skilled, complete question 14 and proceed directly to SECTION 12: EMPLOYER RESPONSIBILITIES
13. Weekly Deduction How much will the employer deduct per week?
\$

Note: A maximum of $\$ 30$ per week (pro-rated for partial weeks) can be deducted from the TFW's wage, unless applicable provincial/territorial labour standards specify a lower amount.
14. Market Rent

What is the market rental rate?
$\qquad$ $\square$ per week per month
15. How many temporary foreign workers is the market rental rate divided between?
16. What is the rent per temporary foreign worker?

|  | $\square$ per week |
| :--- | :--- |
| $\square$ | $\square$ per month |

Note: The rent amount per TFW should be equal to the approximate average cost of the rental divided by the number of tenants. The rent amount cannot cost more than $30 \%$ of the TFW's gross monthly earnings.

## SECTION 12: EMPLOYER RESPONSIBILITIES

Temporary Foreign Workers have the same rights as Canadians and permanent residents and are covered under the same labour legislation and regulations. The Government of Canada takes the health and safety of foreign workers very seriously and will not tolerate any form of abuse of foreign workers or of the Temporary Foreign Worker Program.

When hiring a Temporary Foreign Worker for the Agriculture Stream of the Temporary Foreign Worker Program, Employers' responsibilities include:

- Adhering and complying with federal-provincial/territorial legislation and regulations pertaining to recruitment, employment standards and occupational health and safety.
- Making reasonable efforts to provide a workplace that is free from physical, sexual, psychological and financial abuse and must not confiscate the temporary foreign worker's identification.
- Ensuring that the temporary foreign worker(s) are performing the same occupation and duties as you had offered them and were reported by you during the application process.
- Wages paid during employment must remain substantially the same as the wages offered and not less favourable.
- Employers must always ensure that the TFWs they want to hire under the TFW Program are covered from the provincial/territorial workplace safety insurance provider, where required by law. In provinces/territories where the provincial/territorial legislation allows employers the flexibility to opt for a private insurance plan, employers must ensure that:
o any private plan chosen provides the same or better coverage than that offered by a province/territory; and,
o all employees on the worksite are covered by the same provider with the same benefits
- Pay for the round-trip transportation costs (for example plane, train, boat, car, bus) of the temporary foreign worker (TFW) to the location of work in Canada, and back to the TFW's country of permanent residence and where applicable, at no cost to the worker, provide day to day transportation to and from the housing to the work location.
- Providing suitable accommodations and have an inspection report completed for the housing provided by the appropriate provincial/ territorial / municipal body or by an authorized private inspector with appropriate certification.
- Employers must ensure the occupancy of each accommodation location does not exceed the maximum occupancy permitted. They must also ensure that sufficient housing will be made available for all TFWs per approved accommodation from the date of arrival to the date of departure.
- Providing the worker with a copy an employment contract which has been signed by the employer and the worker which clearly outlines the terms and conditions of employment.
- Not recovering costs of hiring the temporary foreign worker(s) such as the LMIA fee, recruitment, etc. This also applies to any thirdparties used.
- Reporting any errors or changes to an approved LMIA or the temporary foreign worker to ESDC/Service Canada.
- Retaining all documentation that relates to compliance with program acts, regulations and requirements for a period of six years beginning on the first day of employment of the foreign national.
- Giving all reasonable assistance to an officer conducting an inspection such as but not limited to: attending interviews and on-site inspections, answering questions, and providing information and documentation that relates to all Program conditions and requirements. Inspections with or without prior notice can be conducted anytime within a six-year period beginning on the first day of employment of the foreign worker.

Employers who are found non-compliant with these conditions may be subject to consequences including: warnings; issuance of negative Labour Market Impact Assessments; administrative monetary penalties; bans from the program; suspension and/or cancellation of approved labour market assessments; and/or the publishing of the business name on a public website along with details of the violation.

For more details on the program requirements of the Temporary Foreign Worker Program, please visit the Hiring a Temporary Foreign Worker website.

## SECTION 13: DOCUMENTATION CHECKLIST - AGRICULTURAL STREAM

IMPORTANT: Employers must use this step-by-step checklist to ensure that all the documents required are submitted, otherwise there will be delays in processing the application.

Under this stream, employer must complete, sign (where applicable) and submit the following documents:

## This Labour Market Impact Assessment application form

Additional attached sheets if there was insufficient room to answer a question on the form

Documentation supporting the business legitimacy. The list of required documents is available on the TFW Program website. ESDC/Service Canada may request that employers submit additional proof of business legitimacy documents at a later date.

## Proof of Recruitment (Job advertisements and/or other recruitment activities)

Submitted documents must include where, when and for how long the position was advertised and/or the recruitment activity took place. These documents must also prove that the advertisements and/or recruitment activities are consistent with the normal practice for the occupation. Refer to the TFW program website for more details.

Depending on the nature of the position and/or the province of work, a recruitment variation may apply. Proof of recruitment may or may not be required in these cases. Refer to the TFW program website for more details.

## Proof of Job Bank Advertisement

## If Job Bank was not used, attach a written rationale and explanation

## Copy of the Employment Contract

Copy of the signed off-farm housing contract (if applicable)
## Housing Inspection report

Employers must send all required documentation to the Service Canada Processing Centre responsible for processing their specific type of Labour Market Impact Assessment application.
A complete application means that employers have:

- used the latest version of the application form
- filled out all of the required fields in all of the necessary forms
- included all of the required documentation
- signed the forms where required

If this application is incomplete, Service Canada staff will inform the employer that it will not be processed. Incomplete applications and supporting documents submitted will not be retained or returned to the employer. As a result, employers are advised to submit copies, not original documents.

## SECTION 14: DECLARATION OF THE THIRD-PARTY REPRESENTATIVE (IF APPLICABLE)

I, hereby, declare that the information in SECTION 3: THIRD-PARTY INFORMATION is true, accurate and complete.

## Signature of the Third-party Representative

Printed name of the Third-party Representative
Date (YYYY-MM-DD)

## SECTION 15: APPOINTMENT OF THIRD-PARTY (IF APPLICABLE)

The individual signing this form must have authority for either the hiring or financial decisions of the organization (e.g. owner, franchisee, general manager, or senior executive - such as VP Human Resources).

## FOR THE PURPOSE OF THIS LABOUR MARKET IMPACT ASSESSMENT APPLICATION:



I, hereby, appoint the third-party named in SECTION 3: THIRD-PARTY INFORMATION as my representative to act on my behalf in order to obtain a Labour Market Impact Assessment from ESDC/Service Canada in order to hire a foreign national for the position described above.

I, hereby, agree to ratify and confirm all that my third-party representative shall do or cause to be done by virtue of this appointment.
This appointment shall remain in full force and effect only for the processing of this application, unless due notice in writing of its revocation has been given to ESDC/Service Canada.
Signature of Employer

Printed Name of Employer
Date (YYYY-MM-DD)

Signature of Employer \#2 (if applicable)
Printed Name of Employer \#2
Date (YYYY-MM-DD)

## SECTION 16: SIGNATURE OF EMPLOYER

The individual signing this form must have authority for either the hiring or financial decisions of the organization (e.g. owner, franchisee, general manager, or senior executive - such as VP Human Resources). For In-home Caregiver positions, employers must be the parent or legal guardian of the child receiving care, be the recipient of care or have a valid power of attorney for the individual receiving care.

By signing this document employers attest that they have read and understood the Privacy Notice Statement found at the beginning of this application; that the information provided in this Labour Market Impact Assessment application is true, accurate and complete; and that they understand, accept, and will comply with all Temporary Foreign Worker Program requirements, as specified in the Immigration and Refugee Protection Act, Immigration and Refugee Protection Regulations and all of the Temporary Foreign Worker Program requirements.

## Signature of Employer

Printed Name of the Employer

## Title of Employer

Date (YYYY-MM-DD)

## Signature of Employer \#2 (if applicable)

## Printed Name of the Employer \#2

## Date (YYYY-MM-DD)

Title of Employer \#2
A person, who contravenes a provision set out under sections 126 or 127 of the Immigration and Refugee Protection Act (misrepresentation), could be liable to a fine or to imprisonment, or to both. Also, providing inaccurate information, in the context of this application, may lead to an administrative penalty such as being ineligible to access the Program for a period of two years.

Important: Employers must immediately inform Service Canada of any changes related to the foreign worker's terms and conditions of employment as described in the positive LMIA letter and any annexes. In accordance with the provisions of the Immigration and Refugee Protection Regulations, ESDC may conduct an inspection to verify the employer's compliance with the conditions set out in the positive LMIA letter and annexes. As a result, this inspection could include a review of the employer's file and if Service Canada does not have a copy of the changes, the employer will be held accountable for the information that is on file.

## TEMPORARY FOREIGN WORKER INFORMATION TEMPLATE

> Complete and attach with the application the names of the Temporary Foreign Workers. If the names of the TFWs have not been identified yet, leave the Template blank. If more room than provided below is needed, please attach additional sheets to identify additional workers. Note: The positive Labour Market Impact Assessment (LMIA) letter and annex specifies the expiry date of the LMIA. The TFW must submit an application for a Work Permit prior to the expiry of the LMIA. Requests to modify, add, remove or change a name on an LMIA must be received by ESDC/Service Canada at least: $$
\begin{array}{l}-15 \text { days prior to the expiry of the LMIA; or } \\ -20 \text { days prior to the expiry of the LMIA if more than } 10 \text { names. }\end{array} l
$$

## WORKER \#1

| First name: | Last Name: |
| :---: | :---: |
| Date of Birth (YYYY-MM-DD): | Country of residence: |
| WORKER \#2 |  |
| First name: | Last Name: |
| Date of Birth (YYYY-MM-DD): | Country of residence: |
| WORKER \#3 |  |
| First name: | Last Name: |
| Date of Birth (YYYY-MM-DD): | Country of residence: |
| WORKER \#4 |  |
| First name: | Last Name: |
| Date of Birth (YYYY-MM-DD): | Country of residence: |
| WORKER \#5 |  |
| First name: | Last Name: |
| Date of Birth (YYYY-MM-DD): | Country of residence: |
| WORKER \#6 |  |
| First name: | Last Name: |
| Date of Birth (YYYY-MM-DD): | Country of residence: |
| WORKER \#7 |  |
| First name: | Last Name: |
| Date of Birth (YYYY-MM-DD): | Country of residence: |

