



Employer Eligibility for Expedited Labour Market Opinion (E-LMO)

Information Sheet

STEP 1

To obtain an E-LMO, you must first be found eligible by Human Resources and Social Development Canada (HRSDC)/Service Canada by completing this application form.

What is the E-LMO Pilot Project?

The E-LMO Pilot Project will allow employers to be assessed and found eligible by HRSDC/Service Canada to receive expedited LMOs in specific occupations.

How does it work?

The E-LMO Pilot Project is a two step process: (1) you submit this application to HRSDC/Service Canada for the purpose of demonstrating that you are an employer doing business in Canada and eligible to access the E-LMO Pilot Project; and (2) if approved, you will receive an E-LMO Access Code that will allow you to apply for an E-LMO(s) by completing the **Application for an Expedited Labour Market Opinion**, which will be assessed by HRSDC/Service Canada.

Who can request E-LMOs?

Employers in British Columbia and Alberta who anticipate using the E-LMO Pilot Project in the future to hire temporary foreign workers in the following occupations can complete this application form:

- | | |
|---|--|
| Carpenters (Journey person) | * Machinists (Journey person) |
| * Civil Engineers | * Manufacturing & Processing Labourers |
| * Commercial Janitors and Caretakers | * Mechanical Engineers |
| * Construction Labourers | * Mechanical Engineering Technologists |
| Crane Operators (Journey person) | * Petroleum Engineers |
| * Delivery Drivers | Pharmacists |
| Dental Technicians | Registered Nurses |
| * Electrical and Electronics Engineers | * Residential Cleaning and Support Workers |
| Food and Beverage Servers | Retail Salespersons and Sales Clerks |
| Food Counter Attendants | * Roofers (Journey person) |
| * Food Service Supervisors | Snowboard and Ski Instructors |
| * Heavy-Duty Equipment Mechanics (Journey person) | * Specialized Cleaners |
| Hotel Front Desk Clerks | * Steamfitter and Pipefitters (Journey person) |
| Hotel and Hospitality Room Attendants | * Surveyor Helpers |
| * Industrial Electricians (Journey person) | Tour and Travel Guides |
| * Industrial Meat Cutters | * Welders (Journey person) |
| * Ironworkers (Journey person) | |

* = New E-LMO Occupations

Please ensure that the following documents are attached to the application in order for it to be considered:

A copy of your remittance forms issued by the Canada Revenue Agency itemizing source deductions for the previous 12 months (form number PD7A). This document will be used by HRSDC/Service Canada to assist in establishing that you, as an employer, are doing business in Canada and that the nature of your business is such that it requires workers in one (or more) of the occupations that have been included in the Pilot Project.

Employers will be advised in writing of HRSDC/Service Canada's eligibility decision.



Employer Eligibility for Expedited Labour Market Opinion (E-LMO) Application Form

Employer Information

1 Employer ID (If known)		2 Canada Revenue Agency Business Number		3 Employer Name (name of business)	
4 Business Address/Street			5 Mailing Address		
6 Business Telephone Number		7 Country		8 Province / State	
9 City	10 Postal / Zip Code	11 Date Business started (yyyy-mm-dd)		12 Website	
13 Describe the principal business activity:					
14 Contact Name		15 Contact Job Title		16 Contact Telephone Number	
17 Contact Fax Number		18 E-mail			
19 Preferred Official Language of Correspondence <input type="checkbox"/> English <input type="checkbox"/> French		20 Number of Canadians/permanent residents employed		21 Number of foreign workers currently employed	

E-LMO Occupations

Specify for which occupations you wish to obtain E-LMO eligibility by clicking on the appropriate box. For more information about the duties and wages performed by workers in these occupations, see the appropriate Temporary Foreign Worker Occupational Profile(s) available on the Temporary Foreign Worker Program's Website:

- | | | |
|---|--|---|
| <input type="checkbox"/> Carpenters (Journey person) | <input type="checkbox"/> Heavy-Duty Equipment Mechanics (Journey person) | <input type="checkbox"/> Pharmacists |
| <input type="checkbox"/> Civil Engineers | <input type="checkbox"/> Hotel Front Desk Clerks | <input type="checkbox"/> Registered Nurses |
| <input type="checkbox"/> Commercial Janitors and Caretakers | <input type="checkbox"/> Hotel and Hospitality Room Attendants | <input type="checkbox"/> Residential Cleaning and Support Workers |
| <input type="checkbox"/> Construction Labourers | <input type="checkbox"/> Industrial Electricians (Journey person) | <input type="checkbox"/> Retail Salespersons and Sales Clerks |
| <input type="checkbox"/> Crane Operators (Journey person) | <input type="checkbox"/> Industrial Meat Cutters | <input type="checkbox"/> Roofers (Journey person) |
| <input type="checkbox"/> Delivery Drivers | <input type="checkbox"/> Ironworkers (Journey person) | <input type="checkbox"/> Snowboard and Ski Instructors |
| <input type="checkbox"/> Dental Technicians | <input type="checkbox"/> Machinists (Journey person) | <input type="checkbox"/> Specialized Cleaners |
| <input type="checkbox"/> Electrical and Electronics Engineers | <input type="checkbox"/> Manufacturing Processing Labourers | <input type="checkbox"/> Steamfitter and Pipefitters (Journey person) |
| <input type="checkbox"/> Food and Beverage Servers | <input type="checkbox"/> Mechanical Engineers | <input type="checkbox"/> Surveyor Helpers |
| <input type="checkbox"/> Food Counter Attendants | <input type="checkbox"/> Mechanical Engineering Technologists | <input type="checkbox"/> Tour and Travel Guides |
| <input type="checkbox"/> Food Service Supervisors | <input type="checkbox"/> Petroleum Engineers | <input type="checkbox"/> Welders (Journey person) |

DISCLOSURE OF DECISION LETTER

Would you like another individual to receive a copy of your decision letter? Yes No (if yes, please complete the following section).

22 Individual's Name		23 (if applicable) Individual's Business Name	
24 Preferred Official Language of Correspondence <input type="checkbox"/> English <input type="checkbox"/> French		25 Address: Number / Street / PO Box #	
26 Country	27 Province / State	28 City	29 Postal / Zip Code
30 Telephone Number (Extension)	31 Fax Number	32 E-mail	

Employer Declaration

The E-LMO occupation(s) for which I am seeking E-LMO eligibility are directly related to my principle business activities.

The business' E-LMO access code will be used only for the purposes of obtaining LMOs under the ELMO Pilot Project for my business.

HRSDC/Service Canada reserves the right to contact me and/or request additional documentation to verify the information provided in the E-LMO Eligibility application form.

Information for Employer

Your Employer E-LMO Eligibility application package must include the following:

- Completed and signed Employer Eligibility for E-LMO Application form, and
- Copies of your business's Canada Revenue Agency remittance forms (form number PD7A) for the previous 12 months.

Please forward this package to the Service Canada E-LMO Unit responsible for processing E-LMO applications at the following address:

For Positions located in British Columbia:

Service Canada
Employer Services
Fax: 604-666-7514
Toll Free Fax Number: 1-866-301-5603
or
1400-300 W. Georgia St.
Vancouver, BC (V6B 6G3)

For Positions located in Alberta:

Service Canada
Temporary Foreign Worker Program
Fax: 1-866-874-8954
or
PO Box 1212 Station Main
Edmonton, AB (T5J 2M4)

Employers will be advised in writing of HRSDC/Service Canada's E-LMO decision.

I understand the information contained on this form and on any sheet attached thereto, including information that qualifies as personal information within the meaning of the *Privacy Act*, as well as any other information and personal information collected by Human Resources and Social Development Canada (HRSDC) for the purpose of providing an Expedited Labour Market Opinion pursuant to the *Immigration and Refugee Protection Regulations* shall be used by HRSDC and shared with Citizenship and Immigration Canada (CIC) solely for that purpose. I understand that this information may also be shared with federal, provincial and/or territorial governments. This information may be shared with Provincial/Territorial governments for the purpose of administration and enforcement of Provincial/Territorial legislation pertaining to employment standards, and occupational health and safety. Finally, I understand that this information may also be used by HRSDC and shared with CIC for policy analysis, research and/or evaluation in relation to the entry and hiring of temporary foreign workers to Canada under the *Immigration and Refugee Protection Act*.

I understand that I have no obligation to complete and sign this application, but that failure to do so may prevent HRSDC from considering my business eligible under E-LMO Pilot Project.

Authority to collect the information contained on this form and on any sheet attached thereto, including any information that qualifies as personal information within the meaning of the *Privacy Act*, as well as any other information and personal information collected by HRSDC for the purposes described above is provided under the *Department of Human Resources and Skills Development Act* and the *Immigration and Refugee Protection Act*. Once under the control of HRSDC, the information contained in this form and on any sheet attached thereto that qualifies as personal information within the meaning of the *Privacy Act*, as well as any other personal information collected by HRSDC for these purposes is administered in accordance with the *Privacy Act*. The *Privacy Act* gives individuals the right to access their personal information under the control of a federal government institution. Instructions for making formal requests are outlined in the publication *Info Source*, copies of which are located at all Service Canada Centres or at the following internet address: <http://infosource.gc.ca> The personal information collected by HRSDC for the purposes described above will be retained in Personal Information Bank "HRSDC PPU 440".

I certify that the information provided in this application is true and accurate.

Signature of Employer

Name of Employer (Please Print)

Title of Employer

Date (yyyy-mm-dd)