



Application for an Expedited Labour Market Opinion (E-LMO)

Information Sheet

STEP 2

Once you obtain your E-LMO Access Code, you can complete this application form to seek an E-LMO(s) for foreign workers.

What is the E-LMO Pilot Project?

The E-LMO Pilot Project will allow employers who have been previously assessed and found eligible by Human Resources and Social Development Canada (HRSDC)/Service Canada to receive expedited LMOs with limited assessment by TFWP Officers in specific occupations.

How does it work?

The E-LMO Pilot Project is a two step process: (1) you submit the **Employer Eligibility Application Form** 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 this form, which will be assessed by HRSDC/Service Canada.

Who may submit this application?

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

- | | |
|---|--|
| Carpenters (Journeyman) | * Machinists (Journeyman) |
| * Civil Engineers | * Manufacturing & Processing Labourers |
| * Commercial Janitors and Caretakers | * Mechanical Engineers |
| * Construction Labourers | * Mechanical Engineering Technologists |
| Crane Operators (Journeyman) | * 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 (Journeyman) |
| * Food Service Supervisors | Snowboard and Ski Instructors |
| * Heavy-Duty Equipment Mechanics (Journeyman) | * Specialized Cleaners |
| Hotel Front Desk Clerks | * Steamfitter and Pipefitters (Journeyman) |
| Hotel and Hospitality Room Attendants | * Surveyor Helpers |
| * Industrial Electricians (Journeyman) | Tour and Travel Guides |
| * Industrial Meat Cutters | * Welders (Journeyman) |
| * Ironworkers (Journeyman) | |

* = New E-LMO Occupations

Please ensure that a signed Temporary Foreign Worker Program Occupational Profile for each occupation you intend to seek an E-LMO is included as part of this application.

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



Application for an Expedited Labour Market Opinion (E-LMO)

Employer Information

1	Employer Temporary Foreign Worker Program ID #	2	E-LMO Access Code	3	Employer Name (name of business)		
4	Contact Name		5	Contact Job Title		6	Contact Telephone Number - Ext.
7	Contact Fax Number		8	E-mail			
9	Preferred Official Language of Correspondence <input type="checkbox"/> English <input type="checkbox"/> French		10	Number of Canadians/permanent residents employed		11	Number of foreign workers currently employed

If your business information has changed since submitting your Employer Eligibility for Expedited Labour Market Opinion Application Form, please make the necessary changes below.

Employer Information (If Applicable)

12	Business Address/Street			13	Mailing Address		
14	Business Telephone Number		15	Country		16	Province / State
17	City	18	Postal / Zip Code	19	Fax Number	20	Website

E-LMO Occupations

You are required to read, sign and attach the Temporary Foreign Worker Occupational Profile(s) for each occupation for which you intend to seek an E-LMO(s) see Temporary Foreign Worker Program Website to obtain appropriate profiles:

- | | | |
|---|--|---|
| <input type="checkbox"/> Carpenters (Journeyman) | <input type="checkbox"/> Heavy-Duty Equipment Mechanics (Journeyman) | <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 (Journeyman) | <input type="checkbox"/> Retail Salespersons and Sales Clerks |
| <input type="checkbox"/> Crane Operators (Journeyman) | <input type="checkbox"/> Industrial Meat Cutters | <input type="checkbox"/> Roofers (Journeyman) |
| <input type="checkbox"/> Delivery Drivers | <input type="checkbox"/> Ironworkers (Journeyman) | <input type="checkbox"/> Snowboard and Ski Instructors |
| <input type="checkbox"/> Dental Technicians | <input type="checkbox"/> Machinists (Journeyman) | <input type="checkbox"/> Specialized Cleaners |
| <input type="checkbox"/> Electrical and Electronics Engineers | <input type="checkbox"/> Manufacturing Processing Labourers | <input type="checkbox"/> Steamfitter and Pipefitters (Journeyman) |
| <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 (Journeyman) |

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).

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

Employer Declaration

The job offer meets the job description as outlined on the appropriate Temporary Foreign Worker Program Occupational Profile.	<input type="checkbox"/>
Reasonable efforts have been made to hire or train Canadian citizens or permanent residents prior to making this application. Reasonable efforts are defined as having advertised on the Government of Canada's national <i>Job Bank</i> for a minimum of 7 calendar days; and in addition, for Hotel and Hospitality Room Attendants; Tour and Travel Guides; Hotel Front Desk Clerks; Food and Counter Attendants; Retail Salespersons and Sales Clerks; Food and Beverage Servers; Construction Labourers; Surveyor Helpers; Commercial Janitors and Caretakers; Specialized cleaners; Industrial meat Cutters; Delivery Drivers; Residential Cleaning and Support Workers; and Manufacturing and Processing Labourers as having ongoing recruitment mechanisms in place, such as using recognized job internet sites, unions, professional associations, corporate website, professional journals, newspapers and newsletters.	<input type="checkbox"/>
The foreign worker(s) will be paid a wage that meets or exceeds the prevailing wage rate for the occupation (as outlined on the Temporary Foreign Worker Occupational Profile) in the geographic region where the work will take place.	<input type="checkbox"/>
The working conditions meet or exceed the working conditions, as outlined on the appropriate Provincial Government's website (see Temporary Foreign Worker Occupational Profile for links).	<input type="checkbox"/>
The work being offered is full time and the foreign worker(s) will be compensated for full time employment.	<input type="checkbox"/>
There is no labour dispute in progress at my workplace.	<input type="checkbox"/>
<p>If seeking E-LMOs for Hotel and Hospitality Room Attendants; Tour and Travel Guides; Hotel Front Desk Clerks; Food and Counter Attendants; Retail Salespersons and Sales Clerks; and Food and Beverage Servers; Construction Labourers; Surveyor Helpers; Commercial Janitors and Caretakers; Specialized cleaners; Industrial meat Cutters; Delivery Drivers; Residential Cleaning and Support Workers; and Manufacturing and Processing Labourers I agree to meet the conditions of the Pilot Project for Occupations Requiring Lower Levels of Formal Training (National Occupation Classification C and D):</p> <ul style="list-style-type: none"> - Provide my prospective foreign worker with a signed employer-employee contract which outlines wages, duties, and conditions related to the transportation, accommodation, health and occupational safety of the foreign worker; - Cover all recruitment costs related to the hiring of the foreign worker; - Help the foreign worker find suitable, affordable accommodation; - Pay full transportation costs for the foreign worker to and from his/her home country; - Provide medical coverage until the foreign worker is eligible for provincial health insurance coverage; - Register the foreign worker under the appropriate provincial workers compensation/workplace safety insurance plans; and - If the offer of employer is for longer than 12 months, agree to review and adjust (if necessary) the foreign worker's wage after 12 months of employment in order to ensure that the foreign worker continues to be paid the prevailing wage for the occupation where the work is scheduled to take place. 	<input type="checkbox"/>
Violation of the requirements to which I have made affirmations will result in my eligibility for E-LMOs being revoked and I will be required to use the regular labour market opinion process for hiring temporary foreign workers.	<input type="checkbox"/>
HRSDC/Service Canada reserves the right to contact me and/or request additional documentation to verify the information provided in the E-LMO application form.	<input type="checkbox"/>

Information for Employer

I have attached sections A, B and C of the Temporary Foreign Worker Program Occupational Profile to this application.



Please forward this application 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 providing an Expedited Labour Market Opinion under by the *Immigration and Refugee Protection Regulations*.

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)