

<b>U. S. Department of Labor</b> Employment and Training Administration Washington, D.C. 20210	<b>CLASSIFICATION</b> H-2A
	<b>CORRESPONDENCE SYMBOL</b> OWS
	<b>DATE</b> November 13, 2001

DIRECTIVE: GENERAL ADMINISTRATION LETTER NO. 1-02

TO: ALL STATE WORKFORCE AGENCIES  
/s/

FROM: EMILY STOVER DeROCCO  
Assistant Secretary

SUBJECT: Designation of Centralized Location Within Each State for the Processing of H-2A Applications.

1. Purpose. To transmit the list of the centralized locations for the processing of H-2A labor certification requests.
2. References. 20 C.F.R. Part 655, Subpart B; 20 C.F.R. ' 655.101 (a).
3. Background. As a result of funding reductions and streamlining measures which have occurred throughout the years, most states have transferred the individual local office H-2A functions to a centralized location within the state, to better coordinate the programmatic efforts between the state and the regional office and to expedite the H-2A certification process.

The H-2A regulations at 20 C.F.R. ' 655.101(a) require the simultaneous submission of an H-2A application to the Department of Labor (DOL) Regional Office and the local office serving the area of intended employment. While most of the functions of the H-2A process are actually administered by one or more state-level office(s), the regulations frequently refer to the local offices of the State Workforce Agencies (SWAs) when referring to the recruitment process of the application. Most, if not all, of the correspondence that occurs during the submission of the application and the recruitment process is actually between the employer and a local office (centralized location within each state).

<b>RESCISSIONS</b>	<b>EXPIRATION DATE</b>
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4. Action Required. SWAs are required to assure that employers using the H-2A program in their areas are aware of the specific location where filing and notification must occur. These centralized locations within each state may be found on the Office of Workforce Security website at [www.workforcsecurity.doleta.gov](http://www.workforcsecurity.doleta.gov) . SWAs are required to notify the appropriate regional office of any changes to their centralized location so this listing may be updated periodically.
5. Inquiries. Address questions and inquiries to Charlene Giles at (202) 693-2950.
6. Attachment. H-2A State Workforce Agency Offices