

YUROK TRIBE
TRIBAL EMPLOYMENT RIGHTS OFFICE
PRE-AWARD LABOR FORCE PROJECTION FORM



Employer/Supplier Name: _____

Mailing Address: _____

City, State, and Zip Code: _____

Phone Number _____ Cell # _____

Contact: _____ RFP/RFB Number: _____ Amount of Contract \$ _____

Contracting with: Entity/Department _____ Date _____

THIS IS AN AGREEMENT BETWEEN *THE YUROK TRIBE* AND EMPLOYER FOR CONDUCTING COMMERCE AND EMPLOYMENT ACTIVITY WITHIN THE EXTERIOR BOUNDARIES OF THE YUROK INDIAN RESERVATION AND *YUROK TRIBAL "TERRITORY"*.

EMPLOYER hereby agrees to comply with the requirements and procedures for the selection of contractors, sub-contractors and recruitment of viable Indian applicants through TERO.

TERO shall receive notice, in the form of copies of bid forms by awarded prime Employer seeking bids of all sub-contract work to be conducted on the Yurok Indian Reservation. Notice shall be made reasonably in advance of any award, but not later than five (5) days in advance of an award.

The above named employer understands that they are required to comply with the Yurok Tribal Councils TERO *Ordinance* adopted *October 22, 2003*.

COMPLIANCE INSPECTIONS: The TERO Officer or other designated Staff shall make periodic or site visitations for assurance to all involved parties that employment rules are adhered to.

MAINTAINING EMPLOYMENT RECORDS: Employer shall maintain accurate employment records on all employees and all applicants for employment; regardless of length and category or employment, hired, fired, or laid-off. The files shall reflect: name, address and employment category for which applicant performed or applied to perform. If applicant was contacted but not hired, hired and fired, all data should reflect action taken by that firm. Such informational records shall be made available to the TERO Officer, upon reasonable notice.

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ASSISTANCE: If an Employer deems that an Indian employee's performance is such that he or she is jeopardizing and endangering job loss, suspension, or termination, Employer may contact TERO to provide assistance toward resolving of that issue.

EMPLOYMENT POLICIES AND PROCEDURES: It is further understood that Employer recognizes that its operations are taking place within a unique cultural setting on the Yurok Indian Reservation. Accordingly, all firms in conjunction with the TERO Officer should consider seriously Tribal Holidays and ceremonial customs; and to accommodate those Indian employees requesting certain leave of absences for religious purposes.

**This form must be completed and filed with the TERO. Attach additional sheets if necessary.*

Briefly describe the basic tasks and types of work to be performed: _____

Please list types of skills and categories which will be required towards performing said contract:

- | | |
|----------|-----------|
| 1. _____ | 7. _____ |
| 2. _____ | 8. _____ |
| 3. _____ | 9. _____ |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |

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Indian Preference shall be accorded at every Tier Level. Please list the names and positions of your Core Crew. (Key staff). (Core Crew members are the vitally needed Supervisors that you depend on every day). All other persons needed on this job will go through the TERO Skills Bank.

NAME	JOB TITLE
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____

Note:
(Please utilize as many sheets as necessary for explaining your on-site employment related projection)