



ACCELERATED LABOUR MARKET OPINION APPLICATION

Personal Information Collection Statement

The information you provide on this request for an accelerated labour market opinion (A-LMO) form is collected by Human Resources and Skills Development Canada (HRSDC) under the authority of the *Immigration and Refugee Protection Act (IRPA)* and the *Immigration and Refugee Protection Regulations (IRPR)*, for the purpose of providing an LMO in accordance with these statutes. Completion is voluntary; however, failure to complete this form will result in your request for an LMO not being processed.

The information you provide may be shared with Citizenship and Immigration Canada (CIC) for the administration and enforcement of the IRPA and the IRPR as permitted by the *Department of Human Resources and Skills Development Act (DHRSD Act)*, and may be accessed by the Canada Border Services Agency (CBSA) for the purpose of issuing work permits at ports of entry. HRSDC may also provide information to CBSA in order for that agency to investigate and enforce the IRPA and IRPR in relation to an LMO.

The information may also be shared with provincial/territorial governments for the purpose of administration and enforcement of provincial/territorial legislation, including employment standards and occupational health and safety legislation, as permitted by the *DHRSD Act*. The information may also be used by HRSDC for policy analysis, research and evaluation in relation to the entry and hiring of foreign workers to Canada or the IRPA.

The information you provide is administered under Part 4 of the *DHRSD Act* and the *Privacy Act*. You have the right to access and request correction of your personal information, which is described in Personal Information Bank PPU 440 of Info Source. Instructions for making formal requests are outlined in the Info Source publication available online at infosource.gc.ca.

EMPLOYER INFORMATION					
1 Employer ID # (if applicable)	2 Canada Revenue Agency Number	3 Business name			
4 Legal name					
5 Mailing address - number and street		City	State/Province	Postal code/Zip code	Country
6 Business address (if different from mailing address) Number and street		City	State/Province	Postal code/Zip code	Country
7 Business telephone number (Area code)		8 Web site address		9 Business start date (YYYY-MM-DD)	
10 Main business activity					
11 Primary representative - Family name		Middle name	Given name	12 Job title	
13 Primary representative - Telephone number (Area code)			14 Primary representative - Fax number (Area code)		
15 Primary representative - Email address			16 Preferred language of correspondence <input type="checkbox"/> English <input type="checkbox"/> French		
17 Number of Canadian citizens and permanent residents employed at the work location covered by this LMO		18 Are you currently employing foreign workers at the work location covered by this LMO? <input type="checkbox"/> No <input type="checkbox"/> Yes, indicate the number of foreign workers _____			

THIRD PARTY INFORMATION (if applicable)

19 Third party ID # (if applicable)	20 Canada Revenue Agency Number	21 Are you incorporated? <input type="checkbox"/> Yes <input type="checkbox"/> No	22 Business name		
23 Legal name					
24 Mailing address - Number and street		City	State/Province	Postal code/Zip code	Country
25 Business Address (if different from mailing address) Number and Street		City	State/Province	Postal code/Zip code	Country
26 Main business activity					
27 Third party representative - Family name		Middle name	Given name	28 Job title	
29 Third party representative - Telephone number (Area code)			30 Third party representative - Fax number (Area code)		
31 Third party representative - Email address			32 Preferred language of correspondence <input type="checkbox"/> English <input type="checkbox"/> French		
<p>NOTE: If you are a third party representative acting on behalf of an employer, you need written authorization from that employer.</p> <p>Employers who wish to use the services of a third party representative must be aware that by completing, signing and submitting the "Appointment of Representative" page attached to this form and the "Annex to the Appointment of Representative" available online at: servicecanada.gc.ca/cgi-bin/search/eforms/index.cgi?app=prfl&frm=emp5520&ln=eng, they give the designated representative full authority to make A-LMO related commitments on their behalf. Employers will remain responsible for any actions taken by their duly authorized representative related to the recruitment of foreign workers.</p> <p>If necessary, HRSDC/Service Canada reserves the right to contact the employer directly.</p>					

JOB OFFER INFORMATION

Use a separate sheet for each different job offer. If you are requesting an LMO for identical job offers, provide the information only once.				
33 Number of foreign workers requested for this job offer?	34 Job title		35 Is the job temporary with intent to permanent? <input type="checkbox"/> Yes <input type="checkbox"/> No	
36 Employment duration _____ Days _____ Weeks _____ Months _____ Years			37 Employment start date (YYYY-MM-DD)	
38 Work address - Number and street		City	Province	Postal code
39 Main duties of the job				
40 Educational Requirements				
<input type="checkbox"/> Doctorate/PhD <input type="checkbox"/> Master's degree <input type="checkbox"/> Bachelor's degree <input type="checkbox"/> College level diploma/certificat <input type="checkbox"/> Apprenticeship diploma/certificate <input type="checkbox"/> No formal educational requirement <input type="checkbox"/> Secondary school <input type="checkbox"/> Vocational /school diploma or certificate <input type="checkbox"/> Other (specify)				
Additional information:				
41 Experience/skills requirements: (including occupational designations such as CA, CMA, CGA, RN, P. Eng.,)				

42 Language required for the job:

Oral: English English or French English English or French
 French English and French French English and French
 Other* Other*

*If the language required for the job is other than English and/or French, identify the language requirement and provide details

43 Wage offered to the foreign worker in Canadian dollars and number of hours of work?

\$ per hour	\$ per day	\$ per month	\$ per year	\$ other	hours per day	hours per week	hours per month	Overtime rate per hour starts after	\$ hours of work per week
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44 Benefits

Disability Insurance Extended medical insurance (e.g. prescription drugs, paramedical services, medical services and equipment, etc)
 Dental Insurance Pension
Other benefits (specify): _____

Vacation
Number of paid vacation days per year _____
Remuneration: _____ (% of gross salary)

45 Does this job require any federal/provincial/territorial certification, licensing or registration?

No
 Yes, provide the name of the certifying, licensing or registering body: _____

Will the foreign worker have all required certification, licensing, or registration prior to entering in Canada?
 Yes, the foreign worker has proof that he/she already has all the required credential(s).
 No, indicate the anticipated time the foreign worker will need to obtain all the required credentials after entering Canada:
_____ Days _____ Weeks _____ Months

Explain how the foreign worker will obtain the required credentials _____

NOTE: When processing a work permit application, CIC will verify whether the foreign worker requires certification, licensing or registration. If the foreign worker does not have all the required credentials for the job prior to entering and starting work in Canada, CIC will verify that arrangements have been made to this end.

46 Is the position part of a union?

No
 Yes, what is the name of the union and the local? _____
Has the union been consulted about the hiring of a foreign worker?
 No, provide details: _____
 Yes, what is the position of the union? Provide details and documentation, if available: _____
Is the wage offered to the foreign worker covered under a collective agreement?
 No
 Yes

47. What are the potential benefits to the Canadian labour market for offering this job to a foreign worker (s)?

Filling a labour shortage Transfer of new skills or knowledge to Canadians/permanent residents Direct job creation or retention of Canadians/permanent residents
 Other
Provide details: _____

48. Provide a rationale for the job offer you are making to the foreign worker(s) and describe how this will meet your employment needs: _____

FOREIGN WORKER INFORMATION

NOTE: Provide a separate sheet for each foreign worker you intend to hire. If the foreign worker has not been identified yet, leave this section blank.

49 Foreign worker name (as shown on the passport)			50 Gender
Surname	Given name	Middle name	<input type="checkbox"/> Male <input type="checkbox"/> Female
51 foreign worker name (as shown on the passport)			52 Gender
Surname	Given name	Middle name	<input type="checkbox"/> Male <input type="checkbox"/> Female
53 Date of birth (YYYY-MM-DD)	54 Location of residence outside Canada Country _____		55 Citizenships

56 If currently in Canada, indicate the foreign worker's address and immigration status:

City _____ Province _____

Immigration Status:

Visitor foreign worker Refugee claimant Student

NOTE: Employers have six months from the date of issuance of the positive unnamed labour market opinion letter to provide HRSDC/Service Canada with the names of the foreign workers they intend to hire.

Foreign workers have also six months from the date of issuance of the positive unnamed labour market opinion letter to submit their work permit applications to CIC.

EMPLOYER DECLARATION

I am an unincorporated employer, sole proprietor or partnership. Yes No

If you answered "Yes", do you agree with the following statement?

I understand that some provinces and territories operate provincial nominee programs, pursuant to agreements with the federal Department of Citizenship and Immigration. I hereby consent to have HRSDC/Service Canada submit the personal information contained in this A-LMO application to the provincial/territorial government where I operate my business. I understand that this information will be used for the administration of their provincial nominee program.

Yes

No

I, the employer, have read and understand

- that I should retain all original documentation to support attestations made in this application for up to six years, including but not limited to, copies of recruitment advertising, the foreign worker's work permit(s), proof of registration with provincial/territorial workplace safety insurance where applicable, proof of no labour dispute, payroll records, time sheets, record of employment and job description, etc.;
- that Service Canada may contact me to initiate a compliance review where I will be requested to demonstrate compliance with the attestations in this application and/or the terms and conditions of the LMO issued further to this application or any other positive LMO issued to me, or the organization I represent, in the previous two years;
- that if found to be non-compliant under the Immigration and Refugee Protection Regulations an employer could be ineligible to access the program for up to 2 years and that employer's name, address and period of ineligibility may also be published as part of a list of ineligible employers posted on CIC's Web site; and,
- the A-LMO Fact Sheet (available at http://www.hrsdc.gc.ca/eng/workplaceskills/foreign_workers/index.shtml).

The following question is applicable only if you have employed at least one foreign worker in the last two years:

Did you provide all foreign workers employed by you in the last two years with wages, working conditions and employment in an occupation that were substantially the same as those that were described in the job offer(s)?

Yes

No

Check each box to declare that you comply, or will comply with the following statements:

- I will provide the foreign worker(s) I employ with the wages, working conditions and employment in an occupation that are substantially the same as those described in the positive Labour Market Opinion letter and annex.
- I will immediately inform Service Canada of any subsequent changes related to the foreign workers' terms and conditions of employment, as described in the positive Labour Market Opinion letter and annex.
- I am compliant with, and agree to continue to abide by the relevant federal/provincial /territorial laws that regulate employment in the occupation specified and, if applicable, the terms and conditions of any collective agreement in place. I recognize that any terms and conditions of the attached offer of employment are considered null and void if they are less favourable to the foreign worker than the standards stipulated in the relevant Labour Standards Act.
- I am compliant with, and agree to continue to abide by federal/provincial/territorial legislation related to the foreign worker's recruitment applicable in the jurisdiction where the job is located. I declare that all recruitment done or that will be done on my behalf by a third party, was or will be done in compliance with federal/provincial/territorial laws governing recruitment. I am aware that I will be held responsible for the actions of any person recruiting foreign workers on my behalf.
- I am actively engaged in an operating and functioning business located in Canada, and will be providing a good or service related to the job offer made to the foreign national(s) in this application.
- I have a reasonable need to fill a vacant or new position and I am offering the foreign worker(s) the position(s), job descriptions and duties that are related directly to my main business activities.
- I can demonstrate that my business is able to fulfil the terms and conditions related to the employment of the foreign worker(s), the subject of this application, for the duration of employment indicated in this application. The job offered is for full time employment (a minimum of 30 hours per week), and is consistent with the job description provided with this application and it meets acceptable employment standards.
- I am aware of the minimum employment standards set out by the applicable employment standards legislation for the occupation and location where the position is located, and I will provide the foreign worker(s) with working conditions that meet or exceed those standards.
- I am aware of and I have complied with the published recruitment and advertising requirements set by HRSDC. I can provide the proof of the recruitment efforts made if requested by Service Canada.
- I am aware of and I have complied with the recruitment and advertising requirements set by HRSDC/Service Canada by conducting advertising and recruitment activities to hire Canadian citizens and permanent residents.
- I have made reasonable efforts to train Canadian citizens and permanent residents in order to meet my labour needs, where possible.
- There is no ongoing or pending labour dispute at my business, and I will inform HRSDC/Service Canada staff in the case that one should develop.
- In the last 12 months, I have not laid off any employees from the position(s) I am offering to the foreign worker(s). In the event of short-term, temporary or seasonal lay-offs, I have made reasonable efforts to re-hire the Canadian citizens and permanent residents affected by those lay-off(s).
- I am not participating in any government-funded program to support the continuing employment of Canadian citizens and permanent residents (e.g. Work-Sharing Program).

SIGNATURE OF EMPLOYER

I have read and I understand the Personal Information Collection Statement found at the beginning of this application. I declare that the information provided in this application is true and accurate.

Signature of primary representative

Printed name of primary representative

Title of primary representative

Date (YYYY-MM-DD)

SIGNATURE OF THIRD PARTY REPRESENTATIVE (if applicable)

I declare that the information provided in this application is true and accurate to the best of my knowledge.

Signature of third party representative

Printed name of third party representative

Title of third party representative

Date (YYYY-MM-DD)

INFORMATION FOR EMPLOYERS

Send this application to the nearest Service Canada Centre responsible for processing LMO applications
For the list of the appropriate centres, consult the Foreign Worker Program Web site at:
http://www.hrsdc.gc.ca/eng/workplaceskills/foreign_workers/listhrc.html

APPOINTMENT OF REPRESENTATIVE

FOR THE PURPOSE OF AN ACCELERATED MARKET OPINION APPLICATION

I, _____, located at:
(name of employer)

(full address)

Telephone number (Area code)

Fax number (Area code)

hereby appoint

(name of third party representative)

of _____, located at:
(business name of the third party)

(full address)

Telephone number (Area code)

Fax number (Area code)

as my representative to act on my behalf in order to obtain from HRSDC/Service Canada a labour market opinion relating to:

(name of foreign worker to whom employment has been offered)

I, hereby, agree to ratify all actions that my 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 HRSDC/Service Canada

Signature of employer

Printed name of employer

Date (YYYY-MM-DD)

Signature of witness

Printed name of witness

Date (YYYY-MM-DD)

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