

**Nevadaworks**  
**On-Job-Training (OJT) Pre-Award Evaluation Form**

**Section 1: Company Information:**

Legal Business Name:		
Business Office Street Address:		
City:	State:	Zip:
Contact Name:		Title:
Phone#:	Fax#:	E-Mail:
# of Current Employees:	Overall Employee Turnover Rate:	Years in Existence:

**Section 2: Assurances:**

**As an authorized representative of the Company, I hereby certify the following:**

1. Company has not filed any WARN notices and no layoffs have occurred in the previous 12 months.
2. Company does not have a hiring freeze for the same, or substantially equivalent, positions.
3. Company has not had any OSHA, wage and hour, or child labor law violations in the previous 12 months.
4. Company has no plans underway to sell the business or merge with another company.
5. Company verifies WIOA funds will not be used to relocate operations in whole or in part.
6. Company has been in operation at current location for at least 120 days.
7. Company commits to providing long-term employment for successful OJT trainees.
8. OJT funds will not be used to directly or indirectly assist, promote or deter union organizing.
9. OJT will not result in the full or partial displacement of currently employed workers.
10. Trainee wages will be at least equal to the Federal, State or local minimum wage (Fair Labor Standards Act) and to those of other employees in the same occupation with similar experience.
11. Trainees will be provided the same workers' compensation, health insurance, unemployment insurance, retirement benefits, etc. as regular, non-OJT employees.
12. Company has had no substantiated EEOC complaints in the previous 12 months.
13. Company's accounting and personnel systems are adequate to administer the OJT contract.
14. Company is not currently disbarred or suspended from Federal contracts.
15. Company will comply with the non-discrimination and equal opportunity provisions of WIOA and its regulations.
16. OJT will only be offered for full-time, (minimum of 32 hours per week), non-seasonal employment.
17. Company is not a private, for-profit employment agency, i.e. temporary employment agency, employee leasing firm, or staffing agency.

18. Company has not exhibited a pattern of failing to provide OJT training participants with continued long-term employment as regular employees with wages and employment benefits, (including health benefits), and working conditions at the same level and to the same extent as other employees working a similar length of time and doing the same type of work.

**Section 3: Authorized Signatures:**

Company Representative Signature:	
Type/Print Name:	Date:

As an authorized representative of the company, I hereby certify that the above information is true and correct.

OJT Provider Signature:	
Type/Print Name:	Date:

I hereby certify that the Company meets all the conditions of the OJT pre-award.