

DEPARTMENT OF INDUSTRIAL RELATIONS
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Julie A. Su

*California Labor Commissioner
Division of Labor Standards Enforcement*

March 1, 2013

Dear Farm Labor Contractor:

As you know, every person applying for or renewing a Farm Labor Contractor (FLC) license must enroll and participate in at least eight (8) hours of relevant educational classes each year from a list of classes approved by the California Labor Commissioner (Labor Code Section 1684(b)(2)).

This is to inform you that I have revised the list of required approved core topics and alternate topics as stated on the attached detailed sheets.

As you can see, the required core and alternate topics and the number of hours will be different depending on which of two categories a FLC falls in. The first category is new FLCs (those with fewer than 5 years in the business) and FLCs of any number of years who have received two or more citations by a governmental agency for labor law violations (not appealed or upheld on appeal) in the last two years. The second category is for FLCs with 5 years or more of experience in the industry who have not been cited by any governmental agency for labor law violations or only received one citation in the last two years. I have heard the feedback of the FLC community and believe that this change in the course requirements allowing for different courses depending on years of experience will better fulfill the purpose of the legislation and allow for the educational classes to be more meaningful to participants.

The core topics in each category are required for all participants in that category. The alternative topics can be substituted for some of the core courses but with limitations.

The approved class providers will implement these changes by July 1, 2013.

I am hopeful that these new requirements will better fulfill the needs of the FLC community.

Sincerely,

Handwritten signature of Julie A. Su

Julie A. Su
Labor Commissioner

FLC Continuing Education Requirements
Labor Commissioner Julie A. Su
Labor Code section 1684(b)(2)

Core Topics for New FLC or FLC with less than 5 years in the business or those with 2 or more citations within the last 2 years

I. Farm Labor Contractor Requirements (**3 hours**)

- A. Wage and Hour (minimum wage, overtime, piece rate, meal/rest breaks)
- B. Workers' Comp Insurance requirement
- C. Labor Code 2810 Labor Costing
- D. Proper information to employees (226 itemized wage statements, LC 2810.5 notice)
- E. Transportation and Housing
- F. Child labor
- G. Other requirements as dictated by legislative action

II. Health & Safety (**2 hours**)

- A. Injury and Illness Prevention Program
- B. Heat Illness (including First Aid)
- C. Pesticides
- D. Field Sanitation
- E. Electrical hazards
- F. Agriculture equipment and operation
- G. Other requirements as directed by legislative action

III. Management and Supervision Education for FLC and Supervisors (**1 hour**)

- A. How to be a good manager, create a positive work environment, and proper role of supervisor
- B. Communication skills
- C. How to do an adequate investigation into labor law violations reported to you at your workplace
- D. Sexual harassment prevention
- E. Hiring, discipline and termination issues

IV. Retaliation Laws & Prohibitions on Retaliation (**1 hour**)

- A. Labor Code 98.6 and Discrimination in the workplace in general
- B. Stability in labor relations, collective bargaining and concerted activity

V. Good grower relations for a successful business (**1 hour**)

FLC Continuing Education Requirements
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Core Topics for Experienced FLC with at least 5 years or more in the business without violation

- I. Overview of Changes in Farm Labor Contractor Requirements (**1.5 hours**)
- II. Overview of Changes in Health & Safety (**1.5 hours**)
- III. Advanced Effective Management and Supervision (**1.5 hours**)
- IV. Best practices for good grower relations (**1.5 hours**)

Alternate Topics (must have 2 hours)

- I. Immigration issues in the agriculture industry (including H-2A responsibilities)
- II. Criminal provisions of the Labor Code
- III. Health care reform: what does it mean for you?
- IV. Landlord and Tenant Rights
- V. Americans with Disabilities Act
- VI. Discrimination in the Workplace & Hostile Work Environment
- VII. Overview of changes in Retaliation Laws & Prohibitions on Retaliation