

THE PARTIES AGREE TO ALL THE TERMS IN THIS TANF AGREEMENT

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1. GENERAL PROVISIONS

- A. **WORKSITE WILL TRAIN:** The Worksite shall provide adequate supervision to the training and designate a supervisor. Training activities shall result in "good work habits" and where practical, specific occupation skills for employability enhancement. Shall allow the participants time to attend scheduled meetings, workshops and scheduled Work Participation Hours (WPA) as requested by SL Start. The Worksite agrees to provide the onsite training to the Trainee.
- B. **MAINTENANCE OF EFFORT, LAYOFFS AND RELOCATION:** No currently employed worker shall be displaced by the participants (including partial displacement such as a reduction in the hours of non-overtime work wages or employment benefits), nor shall the Trainee be employed in a job opening when any other individual is on layoff from the same or any substantially equivalent job or when the Worksite has terminated the employment of any regular employee or otherwise reduced its workforce with the intention of filling the vacancy so created by training the participant.
- C. **ATTENDANCE:** The Worksite shall maintain attendance records (showing hours worked) and sign monthly timesheets provided by SL Start/Participants.
- D. **COMPLIANCE / DISMISSAL POLICY:** Worksite needs to contact SL Start Career Development Specialist (CDS) or Job Developer in the event of any corrective action/compliance issue that needs to take place with the participant.
Except for serious violations of Worksite policies, the Worksite will not dismiss the participant without contacting SL Start.
- E. **ASSISTANCE:** SL Start will provide assistance to both the Worksite and participant throughout this Agreement.
- F. **EEO/AFFIRMATIVE ACTION:** No person shall be denied work experience / community service opportunities, excluded from benefits, or suffer discrimination under this Agreement because of race, color, religion, sex, national origin, age, handicap, political affiliation or belief, or solely because of his/her status as a work experience / community service participant under this Agreement.
- G. **DISPUTES:** All disputes shall be resolved informally between the participant, the Worksite, and SL Start. The Worksite, SL Start and Participant will agree to facilitate a successful outcome. However if the Worksite, SL Start or the Participant is unwilling to mediate the process, either party may be released from the agreement.

- H. **DELEGATION/SUBCONTRACTING:** The Worksite shall not subcontract or assign training duties under this Agreement.
- I. **TERMINATION OF AGREEMENT:** Failure to comply with any of the terms and conditions of this Agreement shall constitute grounds for termination. This Agreement may be terminated for non-performance by either the Worksite or SL Start by notification to Worksite, Career Development Specialist or Job Developer.
- K. **SAFETY:** Throughout the duration of the training, the Worksite shall ensure that the participant is provided with relevant safety instructions and equipment necessary for reasonable protection against injury and damage. Where special clothing or equipment is provided to the Worksite regular employees, the Participant shall be provided the same type of clothing and equipment. Local, State, and applicable Federal health and safety standards shall be observed.
- L. **MONITORING AND AUDIT:** The Worksite agrees that SL Start and/or authorized representatives have the right to monitor, audit, and review the progress of training and any documents and records pertaining to training for compliance with the terms of this Agreement. This shall include periodic on-site monitoring to ensure that training is being provided as specified.
- M. **CUSTOMARY PRACTICES APPLY:** The Worksite will ensure that the participant is made aware of all customary practices and normal requirements of the job, including personnel practices and policies.
- N. **FEDERAL, STATE AND LOCAL LAWS:** The Worksite agrees to comply with all applicable Federal, State and local laws.
- O. **HOLD HARMLESS:** Each party shall take the responsibility for the actions of its own employees or agents when negligence occurs in the performance of this Agreement.
- P. **DEBARMENT AND SUSPENSION:** Worksite agrees to meet Federal and State requirements regarding debarment and suspension.