



Confederated Tribes of the Umatilla Indian Reservation Tribal
Employment Rights Office – TERO
73239 Confederated Way | Pendleton, OR 97801
Office (541) 429-7193 | Fax (541) 429-7190 | email: terostaff@ctuir.org

TERO COMPLIANCE AGREEMENT

A. Contractor Information

Check all that apply: Prime/General ☐ Subcontractor ☐ Union ☐ TERO Certified IOB ☐

Contractor Name: _____

Mailing Address: _____

City _____ State _____ Zip _____

Contact Person: _____ Title: _____

Phone: _____ Cell: _____

Email: _____

Scope of work: _____

Project # & Name

(TERO Staff Only)

T

Performance Period: **Approximate Start Date:** _____ **End Date:** _____

B. Project Information: CTUIR Project ☐ Other Project ☐

Project Name: _____

Location: _____

Duration of the entire project: **Start Date:** _____ **End Date:** _____

C. TERO Fee

1. All covered activities as defined in Section 1.05F of the TERO Code with total project costs equaling \$25,000 or more, shall pay a compliance Fee per the rate listed in Section 6.03 of the TERO Code. Said Fee must be paid by the employer prior to commencing work on TERO jurisdiction lands.
2. The Prime Contractor shall work with the TERO office and use Attachment II – Fee Calculation, to establish the effective Fee rate and amount prior to work commencing.

D. TERO Workforce

1. The contractor agrees to utilize the TERO Hiring Hall to fulfill its hiring goals per this Agreement. The hiring goal includes numerical goals and timetables for each craft, skill area,

job classification, etc., as a percentage of total hours worked on the project, used by the Employer.

2. When a TERO worker is terminated or unable to continue working, the Employer shall immediately notify the TERO office which may provide a substitute referral within three business days or notify the Employer that it has no referrals for the position, after which time the Employer will be authorized to hire a replacement. The Employer may submit a written request and justification for a shorter rehire period.
3. In all layoffs and reductions in force, no Native American worker shall be terminated if a non-Native American worker in the same job classification is still employed. The non-Native American shall be terminated first if the Native American possesses threshold qualifications for the job classification. If an Employer lays off workers by crews, all qualified Native American workers shall be transferred to crews to be retained so long as non-Native Americans in the same job classification are employed elsewhere on the job site, except for non-Native Americans hired as Core Crew pursuant to negotiated Compliance Agreements.
4. Preference will be given to TERO referrals for any training opportunities on this project.
5. Contractors who are in violation of the TERO Code or this compliance agreement may be subject to citations and/or penalties per the TERO Code. Possible sanctions include:
 - a. Immediate replacement with a TERO referral;
 - b. Back pay to TERO referral and/or reinstatement;
 - c. The maximum daily monetary penalty listed in the TERO Code incorporated by the TERO Program Manager.
6. Any form of harassment or discrimination directed towards TERO referrals by Contractor employees on the project will not be tolerated and will be subject to investigation by the TERO Compliance Officer.
7. Core Crew requests must be submitted to the TERO staff in writing, showing that each Core Crew member meets these criteria before the start of any project work. Approval of Core Crew members does not exempt any Employer from TERO hiring goals or other compliance agreement terms.
 - a. Native American Core Crew members may count toward the hiring goal.
 - b. The Native American Core Crew members must be registered with the TERO Program.

- c. The Native American Core Crew members must be identified prior to signing the Compliance Agreement.
- 8. Wages will be paid according to applicable laws, the TERO minimum labor wage is \$20 an hour, unless using prevailing wage, and wages need to be comparable to non-Native American wages.
- 9. Certified weekly payroll reports must be submitted to the TERO program by Wednesday the following week.

E. Hiring Goals

- 1. Employment goals for each project will be set in by the TERO program and the Contractor representatives. The Contractor will meet the prescribed number of TERO referrals according to the hiring goal established in Attachment I – Hiring Goal of the Compliance Agreement. If no qualified TERO referrals are available, TERO will confirm by email to waive this obligation.
- 2. The Contractor will provide TERO with an accurate listing of all positions in Section I on Attachment I that will be used on this project, (that includes core crew members) and the number of employees required for each craft. These positions will be negotiated for, as well as any Core Crew requests, and Wage Rates are required.
- 3. Prime Contractors will be responsible for an overall hiring goal for this project. The overall hiring goal will be established in section II of Attachment I – Hiring Goals. The overall goal is based on the total hours worked by all contractors involved in the project. The Prime will make up any 0 hours to meet the overall goal of the project.
- 4. Employers with collective bargaining agreements with a union are responsible for informing such unions of this Code, its rules and regulations, and their Compliance Agreement. Unions will give absolute preference to Native Americans in job referrals regardless of which referral list they are on. Temporary work permits will be granted to Native Americans who do not wish to join a union.
- 5. A TERO Worker Request form, Attachment III, will be used by the contractor when requesting workers.
- 6. The Contractor must make every effort to place a job order with the TERO program at least 48 business hours prior to needing a TERO referral.

- a. TERO referrals must be requested from TERO in a timely manner to satisfy the Contractor's new hire process to begin work with the core crew.

F. Employers shall give preference to Native American Owned Businesses (IOBs) in the award of contracts or subcontracts to the extent permitted by applicable law. IOBs must be certified by the TERO Program Manager to be included in TERO's IOBs Directory and to obtain Native American Preference under this Code in contract bids on TERO jurisdiction lands.

G. Contractor Obligations

1. The Contractor agrees to comply with the TERO Code.
2. The prime contractor is responsible for ensuring each of their subcontractors complies with the provisions of the TERO Code and the Compliance Agreement.
3. Allow on-site inspections by TERO representatives.

H. Point of Contact

1. The points of contact for the TERO Program are as follows:

Management: John Barkley, TERO Program Manager	Office: 541-429-7489 Email: johnbarkley@ctuir.org
Compliance/Enforcement: Randall Minthorn, TERO Compliance Officer	Office: 541-429-7491 Email: randallminthorn@ctuir.org
Referral/Compliance Agreements: Randy Robinson, TERO Dispatch Officer	Office: 541-429-7490 Email: terostaff@ctuir.org
Natasha Watchman: TERO Office Assistant	Office: 541-429-7506 Email: terostaff@ctuir.org
TERO All Staff:	Main Line: 541-429-7193 Email: terostaff@ctuir.org

2. Contractor must submit a list of relevant staff with the completed Compliance Agreement. Relevant staff includes, but are not limited to, the main office receptionist and on-site manager/supervisor.

I. Attachments

Attachments I, II, and III are incorporated as part of this Agreement. Any additional attachments must include the signature of authorized representatives of both parties to be incorporated in this Agreement.

J. Contractor Compliance Agreement Approval

I have read and understand the terms, conditions, and requirements as set forth in this Compliance Agreement. I understand that a compliance agreement is required even if there is no set hiring goal to ensure continued compliance with the TERO Code and monitoring by the TERO Program. I certify that I have full authority to sign on behalf of _____.

Contractor Representative (Print)

Title

Contractor Representative (Signature)

Date

K. TERO Compliance Agreement Approval

On behalf of the CTUIR TERO Program, I have reviewed this compliance agreement and certify that the contractor has submitted the required documentation. The contractor has been approved to commence work on the project.

TERO Representative (Print)

Title

TERO Representative (Signature)

Date

TERO COMPLIANCE AGREEMENT

Attachment I – Hiring Goals

Section I – Contractor Positions **PROJECT # & Name** I

Project: _____

Contractor: _____

Position	Start Date	# of each	# of TERO	%	Wage Rate
TOTALS					

TERO reserves the right to negotiate for any positions listed above in order to meet the prescribed hiring goals. This attachment supplements the TERO Compliance Agreement in which the Contractor agrees to meet their obligation pursuant to the CTUIR TERO Code.

Section II – Overall Project Hiring Goal

The Prime contractor shall be responsible for ensuring that an overall hiring goal of _____%, for the life of the _____ project will be met.

Contractor Representative (Print)

Title

Contractor Representative (Signature)

Date

TERO Representative (Print)

Title

TERO Representative (Signature)

Date

TERO COMPLIANCE AGREEMENT
Attachment II – Fee Calculation
(Prime Contractor Only)

The TERO Compliance Fee for all applicable projects in the sum of \$25,000 or more, shall be assessed as a Compliance Fee per the Fee rate structure found in Section 6.03 of the TERO Code.

- A. **Project:** _____
- B. **Contractor:** _____
- C. **Effective Feerate(s):** _____
- D. **TERO Fee amount or one-time administrative fee of \$1,000:** _____
- E. **Due Date:** *due before the date that work commences on the project* – _____

_____ Contractor Representative (Print)	_____ Title
_____ Contractor Representative (Signature)	_____ Date
_____ TERO Representative (Print)	_____ Title
_____ TERO Representative (Signature)	_____ Date

TERO COMPLIANCE AGREEMENT Attachment III – Worker Request

A worker request form and company application will need to be submitted when the employer is requesting a worker.

Date: _____

Project # & Name: T _____

Check one: Prime Contractor ☐ Sub-contractor ☐

Project Name: _____

Project Location: _____

Contractor Name: _____

Representative requesting worker(s) (Name and Title): _____

Contact Number: _____

Email: _____

Job position requesting: _____

No. of positions needed: _____

Job Location: _____

Rate of pay: _____

Starting date: _____

Starting time: _____

Name, Title, and Contact info of individual(s) that the TERO worker will need to contact when starting work: _____

Job Status: Full-Time ☐ Part Time ☐

Job Duration: < 1 week ☐ 1-2 weeks ☐ 2 weeks – 1 month ☐ > 1 month ☐

Schedule: M-F ☐ Weekends ☐ Other: _____ ☐

Driver's license required? Yes ☐ No ☐ CDL? Yes ☐ No ☐ If yes, type: A ☐ B ☐ C ☐ D ☐

Alcohol/Drug test required? Yes ☐ No ☐ Physical Required? Yes ☐ No ☐

Brief Job Description: _____

Skills/Training needed: _____

Tools required: _____

Special Instructions: _____