

## LABOUR MOBILITY MECHANISM POLICY

In order to ensure the transparency in the recruitment and selection process and the monitoring of hired Mexican workers involved in the Mechanism, the CGSNE has established a set of procedures that the participating employers must consider:

1. The CGSNE recruits and selects the employees according to the order in which the job offers have been received.
2. The CGSNE send the employer via E-mail the recruited candidates' occupational profiles for its review and final selection
3. The employer notifies the CGSNE the names of the selected workers.
4. The employer sends the CGSNE the Canadian Labor Market Impact Assessment (LMIA) and the corresponding employment contract properly signed.
5. The CGSNE notifies the employer the date on which the selected workers apply for obtaining the visa and the work permit before the Canadian Embassy as well as the last decision taken about it.
6. The CGSNE and the employer agreed the departure date and itinerary of the worker's flight to Canada.
7. The employer sends to the CGSNE via E-mail the worker's airplane ticket which will take place of origin the nearest International airport to the place of residence of the worker bound to the nearest point to the workplace in Canada, also will be a non-stop flight in USA. Likewise, the employer will send the name and phone number of the person who will pick up the workers upon their arrival at the destination airport in Canada.
8. The employer reimburses to the employee, within 48 hours of their arrival in Canada up to \$200.00 CAD associated to the expenditures made before the Canadian Embassy in Mexico as a result of the visa and work permit application.

In addition to the above, is appropriated to mention that the contact with the nominated candidates can be made only through the CGSNE.

Furthermore, the unselected candidates to fill the vacancy for which they were nominated, couldn't be considered for any other vacancy without prior agreement of the CGSNE and the candidate itself.