

CORE EMPLOYEE LIST

CONTRACTOR INFORMATION			
Project Name:			
Contractor:			
Submitted by:			
Email:		Phone:	

Countywide Community Workforce Agreement (CWA), Section 1.7 defines a Core Employee as someone who meets all of the following:

- (1) An employee whose name appears on the Contractor’s active payroll for sixty (60) of the one hundred (100) working days immediately before the award of work within the scope of a Covered Contract to the Contractor;
- (2) Who possess any license and meets all standards required by state or federal law for work to be performed;
- (3) Who has the ability to safely perform the functions of the applicable trade; and
- (4) Who has worked at least two-thousand (2000) hours in the construction craft in which they are employed, during the prior four (4) years

Prior to each Contractor performing any work on a Covered Project, each Contractor shall provide a list of his Core Employees to the Project Labor Coordinator and the Council. Failure to do so will prohibit the Contractor from using any Core Employees for 30 calendar days after the list is provided. (CWA, Article 7, Section 7.10.5)

Craft/Trade	Employee Name	Hire Date	Date Last Employed

Please use additional sheets, as necessary. Please upload this completed form to LCP Tracker.