The NoRTEC OJT Policy requires that One Stops must not contract with an employer who has previously exhibited a pattern of failing to provide OJT participants with continued long-term employment with wages, benefits, and working conditions.

I have determined that the OJT employer listed above has not previously exhibited such a pattern because:

☐ This is a NEW OJT employer
   *My agency has never written an OJT contract with this employer, or it has been more than four quarters since the last OJT participant with this employer exited the WIOA program.*

☐ This is a REPEAT OJT employer, and this employer has a successful track record. Explain why this employer’s track record has been successful. *Include the date(s) of the previous OJT(s) and the participant outcomes (including follow-up contact results) associated with this employer. Attach a detailed explanation or justification of unsuccessful outcomes to this form.*

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Staff Signature: _______________________________________________________________________
Title: _____________________________________________________________________________
Date: _____________________________________________________________________________