

National Center for Farmworker Health

H-2A Outreach Protocol



Effective Date: January 1, 2023

Purpose: To provide guidance to health outreach professionals on best practices for conducting outreach to H-2A guest workers.

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Pre-planning for Outreach

Choosing Locations: Factors to Consider

Use the [NCFH Farm Labor Data Dashboard](#) to identify key counties and best times to conduct outreach.

Factors to consider for prioritizing outreach locations and times include:

- Number of H-2A workers present and timing of work orders.
 - Best to visit a community at the beginning of the season so workers are educated as soon as they arrive to the U.S.
- Feasibility and affordability of accessing the location (i.e., flight prices, travel time).
- Number and strength of existing partners in the area that serve H-2A workers.
- Partners/Local organizations have expressed a need for outreach support.
- Urgent issues, such as health or human rights emergencies among H-2A workers in a given area.

Choosing and Working with Partners

It is helpful to get insight and suggestions from local organizations and informants about community sites, work hours, and potential access issues. It is best to contact 1-2 partners at least a month before conducting outreach. Potential partners include:

- a. Migrant health centers.
- b. Farmworker serving organizations.
- c. Migrant Education Program/Migrant & Seasonal Head Start Program.
- d. Health departments.
- e. Agricultural extension agents.
- f. Employers/labor contractors (See NCFH's [guide to developing relationships with employers](#))

Travel Logistics

- a. Many of the H-2A outreach sites will be located in rural areas. You may choose to stay in a small town close to the sites or in a larger town/city further away. When choosing where to stay, balance the safety, convenience, and cost of available hotels.
- b. Hotels for overnight stays: Choose a hotel based on location and proximity to outreach sites to save time and be sure to check reviews to make sure the hotel will provide acceptable accommodations and is safe. Depending on the location, a 4-5 star rated hotel can cost anywhere between \$80-150 per night.
- c. Rental car or reliable vehicle: The average cost of an economical rental car is around \$100 per day, and it is recommended that staff rent SUVs or trucks for outreach, whichever is less expensive.

Technology

Technology is needed to do effective outreach. Outreach workers must have:

- Cell phones or tablets with Google maps. Research which carriers have the best coverage in your outreach service area. Outreach staff may use their personal cell phones with compensation.
- Download WhatsApp on your phone to share your location with coworkers doing outreach and homebase staff.

Finding Work and Housing Sites

- a. Use the Texas RioGrande Legal Aid (TRLA) [web-scraping tool](#) to create a spreadsheet of H-2A employers in any given state or county.
 - i. See [this video series](#) from NCFH on using the TRLA tool.
- b. When looking for specific job orders, be sure to click the link to the job order and look at that document to see if there are any additional worksites or housing sites listed.
 - i. See the below screenshots of [this work order](#) for example.

--- Back to Job Search

Agricultural Equipment Operators

[Redacted]
Loreauville, LA
\$12.45 per hour
INACTIVE

Begin date: 8/20/2022
End date: 1/31/2023
[View Job Order](#)

Recruitment Information

Telephone Number to Apply: [Redacted]
Email address to Apply: [Redacted]

Job Description

Full Time: Yes
Number of Workers Requested: 163
Job Duties: Operate farm vehicles/equipment like combines, harvesters, hauling trucks



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H-2A Agricultural Clearance Order
Form ETA-750A
U.S. Department of Labor

A. Job Offer Information

1. Job Title * Agricultural Equipment Operators

2. Workers Needed * a. Total 163 b. H-2A 163

3. Begin Date * 8/20/2022 4. End Date * 1/31/2023

5. Will this job generally require the worker to be on-call 24 hours a day and 7 days a week? * Yes No
If "Yes," proceed to question 8. If "No," complete questions 6 and 7 below.

6. Anticipated days and hours of work per week *

40	a. Total Hours	8	c. Monday	8	e. Wednesday	8	g. Friday	a. 4 : 00	<input checked="" type="checkbox"/> AM
0	b. Sunday	8	d. Tuesday	8	f. Thursday	0	h. Saturday	b. 2 : 00	<input checked="" type="checkbox"/> PM

7. Hourly work schedule *

Temporary Agricultural Services and Wage Offer Information

8a. Job Duties - Description of the special services or labor to be performed:
Please begin response on this form and see Addendum C if additional space is needed.
Operate farm vehicles/equipment like combines, harvesters, hauling trucks and similar agricultural equipment. Repair and maintain farm vehicles, implements, mechanical equipment and trucks. Operate trucks to haul sugarcane from farm sites to sugarcane mill owned by association members/joint employers. CDL license or equivalent required. Workers will perform harvesting and agricultural duties and manual labor incidental to farming operations. Work tools, equipment and supplies are employer provided. Work is M-F 4am to 2pm with one hour lunch or 2:00pm to 12:00 am with a one hour meal break (each worker will work only one shift per day). Must be able to lift 50 lbs. and must be able to sit, walk, bend, stoop, reach, push, pull, and kneel for extended periods of time. Manual labor to cut sugarcane from its growing position on farm sites owned by association members/joint employers, gather sugarcane after it is cut, load it, transport cane to concentration points, then load and unload sugarcane from farm sites to sugarcane mill owned by association members/joint employers. Work is done in all kinds of weather. After hire, worker may be required to take a random drug test at no cost to the worker as part of fitness for duty. Testino positive or failure to comply may result in immediate termination from



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H-2A Agricultural Clearance Order
Form ETA-750A Addendum B
U.S. Department of Labor

C. Additional Place of Employment Information

1. Name of Agricultural Business §	2. Place of Employment *	3. Additional Place of Employment Information §	4. Begin Date §	5. End Date §	6. Total Workers §
[Redacted] Farms, LLC	Cheneyville, Louisiana 71325 RAPIDES		8/20/2022	1/31/2023	163
[Redacted] LLC	Morganza, Louisiana 70759 POINTE COUPEE		8/20/2022	1/31/2023	163
[Redacted] Farms, LLC	Melville, Louisiana 71353 ST LANDRY		8/20/2022	1/31/2023	163
[Redacted] Farms, LLC	St. Martinville, Louisiana 70582 ST MARTIN		8/20/2022	1/31/2023	163
[Redacted] Farms	Breaux Bridge, Louisiana 70517 ST MARTIN		8/20/2022	1/31/2023	163
[Redacted] Farms, Inc.	St. Martinville, Louisiana 70582 ST MARTIN		8/20/2022	1/31/2023	163
[Redacted] Farm, LLC	Melville, Louisiana 71353 ST LANDRY		8/20/2022	1/31/2023	163
[Redacted] Farms	Breaux Bridge, Louisiana 70517 ST MARTIN		8/20/2022	1/31/2023	163
[Redacted] Farms & Cattle, LLC	Palmetto, Louisiana 71358		8/20/2022	1/31/2023	163

The part of the job order that lists all other worksites that workers will be at throughout the season. Note they will often be in different towns, and sometimes different counties, and rarely, other states.



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OMB Approval: 1205-0488 Expiration Date: 03/31/2022

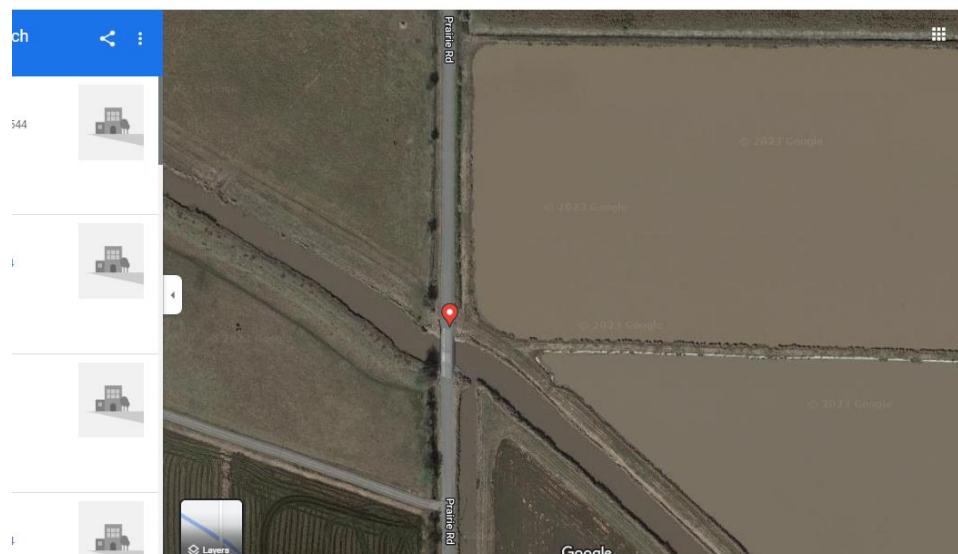
H-2A Agricultural Clearance Order Form ETA-750A Addendum B U.S. Department of Labor

D. Additional Housing Information

1. Type of Housing *	2. Physical Location *	3. Additional Housing Information §	4. Total Units *	5. Total Occupancy *	6. Applicable Housing Standards *
Single Dwelling Unit	Melville, Louisiana 71353 ST LANDRY		1	6	<input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal
Single Dwelling Unit	Melville, Louisiana 71353 ST LANDRY		1	8	<input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal
Mobile Home	Morganza, Louisiana 70759 POINTE COUPEE		1	9	<input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal
Mobile Home	St. Martinville, Louisiana 70582 ST MARTIN		1	9	<input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal
Single Dwelling Unit	Lettsworth, Louisiana 70753 POINTE COUPEE		1	12	<input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal
Mobile Home	Loreauville, Louisiana 70560 IBERIA		2	7	<input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal
Single Dwelling Unit			1	7	<input type="checkbox"/> Local

The part of the job order that lists all other housing sites that workers will be at throughout the season.

- c. The housing addresses listed on the job orders will sometimes show up in Google maps as just a point along a road (not a building of any kind). If this happens, drop a pin in the location, and plan on driving by the site during the day. The actual site will usually be close by. Take notes and save your location in WhatsApp as you visit each site, and save those notes in the site description in the map later. See the “Homebase Staff” section about responsibilities for taking notes at each site.



A housing site listed in an H-2A job order may show up as just a point along a road, no buildings...the actual site will likely be somewhere around this.

Finding Community Sites*

- a. If you are working with local partners, first ask them where good community sites are for finding farmworkers.

- b. Plan on going to grocery stores, ethnic restaurants, and large stores like Walmart in the area (Friday or Saturday evenings are good for this, or Sundays midday).
- c. A check cashing/money transfer business is a good place to reach workers.
- d. Laundromats are another place that most H-2A workers will regularly visit (unless they have washing machines in their employer-provided housing.)

* Remember that the employer typically provides transportation to H-2A workers to do things like grocery shopping and laundry. They are often transported to public locations in school buses, or sometimes large vans. When approaching a labor bus or van, it is a good idea to talk to the driver first and explain who you are and why you want to talk to the workers.

Using Google Maps to Make Site List

- a. Make a map in Google "My Maps".
 - i. Save groups of sites with different icons (to be able to separate housing, work, community sites) and share it with other outreach staff (will need a Google email/account).
 - ii. Be sure to change the settings of the map to:
 - a. "Anyone with the link can view".
 - b. "Share on Drive" button and change the role to "Editor"
 - i. This will allow the map to be easily used and updated in the future
 - iii. Save the link to the map in the folder with all other outreach materials for this trip.
- b. Print a simple spreadsheet to complement the map with:
 - a. Employer names
 - b. Worksite addresses
 - c. Housing site addresses
 - d. Number of workers
- c. See "Homebase Staff" section below for adding notes about sites once staff have visited them.

Print Material Selection

Outreach staff should bring educational materials in Spanish, English, and other relevant languages to distribute to workers. Always ask local partners for materials they may wish to have distributed. NCFH materials appropriate for outreach to H-2A workers include:

- NCFH's "How to Navigate the Health System for H-2A Workers" - a flyer with basic information about the U.S Health Care System. (in English and Spanish)
- Call for Health (NCFH's helpline for farmworkers) business cards.
- Call for Health posters to hang at grocery stores, check cashing sites, etc.
 - To order Call for Health materials, fill out the contact form [here](#)
- Local partner materials, if applicable.

When choosing which materials to bring, consider your outreach location and partners. Be cognizant of what materials you are distributing to certain audiences or in certain locations. Wallet sized materials are ideal (8.5x11 sized papers are hard to store).

Doing the Outreach

Daily Schedule

- If working with local partners, they will usually have a suggestion as to where and when to start.
- In general, outreach trips should be conducted on the weekend, with Sundays being the busiest day.
- Between 4 and 8:30 PM will generally be the best time to visit community and housing sites.

"Homebase" System Recommendation (IMPORTANT!)

- Homebase staff are not doing outreach but monitor the group closely in case the outreach staff need support.
- The lead staff for the outreach trip should create a WhatsApp group with all people doing outreach, along with 2 "homebase" staff.
- One person on the outreach staff should be sharing their live location at all times.
- One member from the outreach team must communicate with homebase staff at least once every 4 hours during the time they are conducting outreach. The outreach team must also let homebase staff know when they have completed the workday and are back safely at the hotel.
 - If the outreach staff are split into two different groups, they should make that clear and each sub-group should check in and share location.
- The homebase staff commit to monitoring the WhatsApp group chat and quickly responding to any potential emergencies or issues the outreach staff are experiencing. This commitment includes responding to communications during the weekend.
 - *This role is extremely important. If you have plans that will make you unavailable for a few hours, coordinate with the other homebase staff to make sure they are available/not busy.*
- Outreach teams should create an emergency contact plan if outreach staff do not respond for more than four hours to homebase staff calls and texts.
- One homebase staff should be ready to record (on a designated spreadsheet) locations and information about sites sent by the outreach staff. The responsibility for note-taking and recording information about each site should be primarily with the outreach

team. However, outreach teams can get busy going from site to site, and not have time to record their notes on the printed spreadsheet. If this happens:

- Outreach staff should save each site location that they go to by dropping a pin of their location into the WhatsApp group, along with any information they learned about the site (languages workers speak, challenges in accessing the site, when workers get off work, no workers present, etc.) Also record the number of workers reached or surveyed at each site.
- One homebase staff should record these data in a spreadsheet and upload information to the existing Google map.
- Spreadsheet data should be saved to be accessible in the future

Approaching workers

Note: When approaching workers, especially at community or housing sites, it can be easy to assume that farmworkers in that community all speak a certain language, dress a certain way, or have a particular racial or ethnic identity. Remember that farmworker communities are very diverse, and it is not uncommon to meet farmworkers from Haiti, Jamaica, South Africa, and other countries. While it's important to be strategic and efficient in outreach, avoid making assumptions about farmworker demographics in a particular area, especially if you are unfamiliar with the community.

Find the right time:

- a. Use your judgement when approaching a farmworker.
- b. Approach people who seem to be waiting (at a bus stop, at a store).
- c. If they are busy working, do not approach them.
- d. If they are busy at a store or community site (in the middle of doing laundry or walking into Walmart for example), ask if they have a few minutes to talk about health.

Be Authentic:

- a. Introduce yourself as a health outreach worker who talks specifically with farmworkers.
 - i. Ex: "Hola muchachos, vengo de un centro de salud and estamos compartiendo información a trabajadores agrícolas. ¿Usted trabaja en la agricultura?"
- b. Make them feel comfortable.
 - i. Don't dismiss small talk.
 - ii. Ask them about their day or engage with workers in other ways that feel natural and authentic to you. For some, this might be chatting about recent sport events, for others it might be talking about famous places in Mexican states where workers are from
- c. Be clear about the nature of the interaction.
 - i. Emphasize that you are not selling them anything, just passing out free health information.
- d. Do not make assumptions, it's okay if you do not have all the answers. If a worker has a question you cannot answer, ask them for their phone number so you can follow up

with them later with more information, or a referral to an organization with more information.

- e. Make the interaction meaningful; make it a two-way conversation not a monologue.
 - i. Learn something about them.
 - ii. Be a listener.
 - iii. Ask how long they've been coming to the USA ex: "*Cuántas temporadas lleva usted trabajando acá?*"

Boundaries

- a. Pay attention to a participant's body.
 - i. Do they seem tense? Do they keep staring at their phone to avoid eye-contact? We do not want to annoy anyone.
- b. Your body language: do not plant yourself in the middle of a person's path and face them squarely, this comes off as aggressive. Best to approach from the side.
- c. Asking about languages spoken
 - i. NCFH tries to collect information about Mesoamerican Indigenous Languages being spoken. However, asking about this is a sensitive topic, as many speakers of Indigenous languages have faced, and continue to face, oppression, racism and violence.
 - ii. If workers are talkative and receptive to you after a few minutes, ask a question like "Do you or anyone in your crew speak an Indigenous language?" If they appear uneasy, you can add context that we have been seeing more and more speakers of Indigenous languages working in agriculture in other parts of the USA, and that we want to make sure people who speak Indigenous languages have access to information and resources in their language.
 - iii. Refer to Indigenous languages as "*idiomas*" and not "*dialectos*" even if workers do.

Presenting Health Information

- Giving each person a flyer, and then presenting off the flyer works well. Briefly cover the information verbally, as some farmworkers are unable to read.
 - Encourage them to look at their copies of the flyer at the same time.
- Ask if they have any questions about anything related to health care.
 - If no responses, ask anyone if they've ever had health concerns in their time working in the USA.
 - This question may prompt workers to ask questions related to legal issues, tax information, or other non-health related topics. Ask the worker if you can take their phone number and be sure to follow up with them with a referral for a relevant service provider in their area. Many H-2A workers do not have very many opportunities to interact with U.S. citizens, so they may have many questions for outreach workers.

Safety Resources

General Safety Guidelines

- If you're uncomfortable, leave! Trust your instinct.
- Always have a partner at housing and work sites. Community sites can be visited alone if you feel comfortable.
- Park in well-lit areas during nighttime outreach.
- Have a real-time location sharing system set up on your phone/WhatsApp group chat.
- Be aware of pesticide spraying signs. Do not enter a field that has been recently sprayed.
- Be aware of No Trespassing signs and respect them.
 - You are legally allowed to enter housing sites if a worker invites you onto the premises, even if no trespassing signs are present.
- Wear boots and pants if you expect to be in fields. Snakes are a real threat!
- Never tell an employer/supervisor that a worker gave you permission to be there, even if they did. We do not want to have workers retaliated against by their employer.

More Resources

For more detailed advice for outreach safety, and safety around sexual harassment specifically, see this [promising practice](#) compiled by NCFH and several partner organizations.

Reporting

Be sure to report and document any safety or security incident in accordance with the reporting guidelines or incident forms available from the organization.