

**COEUR D'ALENE TRIBAL EMPLOYMENT
RIGHTS ORDINANCE (T.E.R.O.)
COMPLIANCE PLAN**

Date: _____

Contract/Project Name/No: _____

Company Name: _____

Mailing Address: _____

City/State/Zip

Office Phone: _____ Fax #: _____

Check One: Contractor/General/Prime () Sub-Contractor ()

All contractors/sub-contractors shall submit a completed Compliance Plan to the TERO Office prior to commencing on any type of work **“on or near”** the Coeur d’Alene Indian Reservation. It shall be the responsibility of the General/Prime Contractor to regulate that all sub-contractor(s) comply with this requirement. Failure of this requirement shall cause all entities to be deemed in direct violation of the TERO and shall be subject to sanctions and penalties as provided in Section 7 of the written Ordinance. As each plan is submitted and received, the General/Prime Contractor shall receive a letter of notification listing each sub-contractor(s) that has met this obligation and therefore has been granted authority to commence work on designated contract.

The Coeur d’Alene TERO Office has an active list of all Indian Preference Contractors and applicants that shall have priority in any/all job classifications and positions for employment percentage ratio requirements.

IMPORTANT:
Please fill this out completely. It will be returned if it is incomplete.

Total Contract Bid Amount (of what is on the reservation): \$ _____

TERO Fee @ 2%: \$ _____

Contract/Project Name/No: _____

Company Name: _____

Check one: Contractor/General/Prime () Sub-Contractor ()

Office Phone: _____ Job Site Phone: _____

Cell Phone: _____

Core personnel: A member of a contractor(s) or sub-contractor(s) who is a permanent and a regular employee who shall be listed and used in a Superintendent position. A brief job description of each person listed under Core Crew must accompany your Compliance Plan.

Name	Job Classification	Rate of Pay
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Key personnel: A member of a contractor(s) or sub-contractor(s) team who is a permanent and regular employee who shall be listed and used in a Foreman position. A brief job description of each person listed under Key personnel must accompany your Compliance Plan.

Name	Job Classification	Rate of Pay
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list Key and Core Employees on page 4, Clearance Report.

Additional Crew Needs: Employer(s) shall hire from the TERO Indian Preference Applicant List.

Job Classification	Rate of Pay
_____	_____
_____	_____
_____	_____
_____	_____

EMPLOYMENT/WORK ORDER FORM

Date: _____

Check One: Contractor/General/Prime ()

Sub-Contractor ()

Company Name: _____

Office Phone: _____

Job Site Phone: _____

Cell Phone: _____

Fax Number: _____

Request for following job position: _____

Number of positions: _____

Duration of employment: _____

Rate of pay: _____

Starting Date: _____

Starting time: _____

Location/Meeting Area: _____

Name of Contact person: _____

Brief job description:

Equipment needs:

Indian Preference Applicants (TERO OFFICE USE)

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

**ALL 24 HOURS NOTICE MUST BE GIVEN TO FILL WORK ORDER
WORK ORDERS MUST BE FILLED OUT PER JOB DESCRIPTION**

CLEARANCE REPORT

In the event that the CDA TERO Office is unable to fill a work order request with qualified Indian Preference applicants because of availability, precise occupational skill, training and/or qualifications, this form allows employment clearance for listed individuals, but only on designated contracts and is only permissible with the TERO Directors signature.

Company Name: _____

Contract/Project Name/No: _____

Contact Person: _____ Phone #: _____

Employment duration: _____
(Approximate day(s)/week(s))

Check One: Specialty Crew () Additional Personnel ()

Key and Core Employees (from page 2)	Job Classification
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TERO DIRECTOR: _____

Date: _____

Coeur d’Alene TERO Department
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