



**FLAG has been optimized to work with Google Chrome, Safari, and Mozilla Firefox.*

HOW TO NAVIGATE THE PROFILES TAB IN FLAG.DOL.GOV

When navigating the profiles tab within FLAG, be aware of the following information:

- Profiles can only be created once a network has been established
- New profiles can only be created by users with the Master role
- Sub account users can only view the profiles in the network
- If a user is removed from the network, they are no longer able to view the profiles

EMPLOYER PROFILE CARD

HOW TO CREATE AN EMPLOYER MAIN PROFILE

1. Log into <http://flag.dol.gov>.
2. Navigate to the “Profiles” tab. Select “View All” under the Employer section.

FOREIGN LABOR APPLICATION GATEWAY

HELP 2019rach19@gmail.com

New Application

My Cases

Profiles

My Network

Profiles

Store application information in re-usable profiles--to fill application sections quickly and consistently.

Employer

A person or organization that has the ability to hire, pay, fire, supervise or otherwise control the employment of foreign workers.

View All

Agent/Attorney

A legal entity or person who is authorized to act on behalf of an employer.

View All

Foreign Labor Recruiters

A legal entity or person who recruits H-2B workers.

View All

Worksite

An area of intended employment.

More profile types will be available soon.



3. Select "New Employer."

FOREIGN LABOR APPLICATION GATEWAY

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Back to Profiles

Employer Profiles

New Employer

Profile Name	Employer Name	FEIN	Number of Profiles	Actions
Test Profile Name	Test Legal Business Name	123456789		...

View
Edit
Delete

Click the ellipse to View, Edit, or Delete the profile selected

4. Complete all required fields.

Employer Profile

Employer - Name

Legal Business Name * ?

Trade name/Doing Business As (DBA), if applicable ?

Employer - Address

Address 1 ?

Address 2 ?

City ?

Helpful Tip

This profile can populate the following:

CW-1 PREVAILING WAGE FORM ETA-9141C SECTION C

CW-1 LABOR CERTIFICATION FORM ETA-9142C SECTION B

H2-B | H-1B | PERM PREVAILING WAGE FORM ETA-9141 SECTION C

H2-B LABOR CERTIFICATION FORM ETA-9142B SECTION C

CLOSE



- Click “Save” and the profile will appear in the “Profiles” tab.

A screenshot of a web form for creating a profile. At the top, there is a small input field. Below it, the section is titled "Employer - Identifiers". It contains two fields: "Federal Employer Identification Number (FEIN from IRS) * ?" and "NAICS Code ?". The NAICS Code field has a search icon and the placeholder text "Type Search Term Here...". Below these fields is a light blue box titled "Profile Name" with the prompt "What would you like to name this profile? * ?" and an input field. At the bottom right of the form are two buttons: "Cancel" and "Save". The "Save" button is highlighted with a red rectangle.

HOW TO ADD AN EMPLOYER POC PROFILES

- Navigate to the “Profiles” tab. Select “View All” in the Employer section.

A screenshot of the "Profiles" page in the Foreign Labor Application Gateway. The page has a dark blue header with "FOREIGN LABOR APPLICATION GATEWAY", "HELP", and "2019rach19@gmail.com". On the left is a sidebar with icons for "New Application", "My Cases", "Profiles" (highlighted with a red rectangle), and "My Network". The main content area is titled "Profiles" and includes the text "Store application information in re-usable profiles--to fill application sections quickly and consistently." Below this are five profile type cards: "Employer", "Agent/Attorney", "Foreign Labor Recruiters", "Worksite", and a placeholder "More profile types will be available soon." Each card has a description and a "View All" button. The "View All" button for the "Employer" card is highlighted with a red rectangle.



2. Click the hyperlink of the “Profile Name,” which will open the “Employer’s Profile.”

FOREIGN LABOR APPLICATION GATEWAY

HELP 2019rach19@gmail.com

New Application

My Cases

Profiles

My Network

[Back to Profiles](#)

Employer Profiles

New Employer

Profile Name	Employer Name	FEIN	Number of Profiles	Actions
Test Profile Name	Test Legal Business Name	123456789		...

U.S. DEPARTMENT OF LABOR

3. Select the “New Point of Contact.”

FOREIGN LABOR APPLICATION GATEWAY

HELP theodol.bah1@gmail.com

New Application

My Cases

Profiles

My Network

[Back to Employer Profiles](#)

Test Business Name | 123456789

Test Profile

New Point of Contact

Profile Name	Last Name	First Name	Actions
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No Employers POCs
Employers POCs will appear here



4. Complete all required fields.

Point of Contact Profile

Point of Contact - Name & Title
Contact's Last (family) Name * ?

First (given) Name * ?

Middle Name(s) ?

Contact's Job Title ?

Point of Contact - Address
Address 1 ?

Helpful Tip


This profile can populate the following:

CW-1 PREVAILING WAGE FORM ETA-9141C	SECTION B
CW-1 LABOR CERTIFICATION FORM ETA-9142C	SECTION B SECTION C
H2-B H-1B PERM PREVAILING WAGE FORM ETA-9141	SECTION B
H2-B LABOR CERTIFICATION FORM ETA-9142B	SECTION C SECTION D

×
CLOSE

5. Click "Save."

Telephone Number ?



Extension ?

Business Email Address ?

Profile Name
What would you like to name this profile? * ?

Cancel

Save



AGENT/ATTORNEY CARD

HOW TO CREATE AN AGENT/ATTORNEY MAIN PROFILE

1. Navigate to the “Profiles” tab. Select “View All” in the Agent/Attorney section.

FOREIGN LABOR APPLICATION GATEWAY

HELP 2019rach19@gmail.com

New Application

My Cases

Profiles

My Network

Profiles

Store application information in re-usable profiles--to fill application sections quickly and consistently.

Employer

A person or organization that has the ability to hire, pay, fire, supervise or otherwise control the employment of foreign workers.

View All

Agent/Attorney

A legal entity or person who is authorized to act on behalf of an employer.

View All

Foreign Labor Recruiters

A legal entity or person who recruits H-2B workers.

View All

Worksite

An area of intended employment.

More profile types will be available soon.

2. Select the “New Firm” button.

FOREIGN LABOR APPLICATION GATEWAY

HELP theodol.bah1@gmail.com

New Application

My Cases

Profiles

My Network

[Back to Profiles](#)

Agent/Attorney (Firm) Profiles

New Firm

Profile Name	Legal Business Name	FEIN	Number of Profiles	Actions
LawLawFirm Inc	LawFirm Ilc	778776665	2	...

Click the ellipse to View, Edit, or Delete the profile selected



3. Complete all required fields. Click “Save” and the Profile will appear in the “Profiles” tab.

Agent/Attorney (Firm) Profile

Agent/Attorney - Identifiers

Law Firm/Business Name *

Federal Employer Identification Number (FEIN from IRS) *

Profile Name

What would you like to name this profile? *

Helpful Tip

This profile can populate the following:

CW-1 PREVAILING WAGE FORM ETA-9141C	SECTION B (PARTIAL)
CW-1 LABOR CERTIFICATION FORM ETA-9142C	SECTION D (PARTIAL)
H2-B H-1B PERM PREVAILING WAGE FORM ETA-9141	SECTION E (PARTIAL)
H2-B LABOR CERTIFICATION FORM ETA-9142B	SECTION C (PARTIAL)

[Cancel](#) [Save](#)

HOW TO ADD AN AGENT/ATTORNEY POC PROFILES

1. Navigate to the “Profiles” tab. Select “View All” under the Agent/Attorney section.

FOREIGN LABOR APPLICATION GATEWAY

HELP 2019rach19@gmail.com

New Application

My Cases

Profiles

My Network

Profiles

Store application information in re-usable profiles--to fill application sections quickly and consistently.

Employer

A person or organization that has the ability to hire, pay, fire, supervise or otherwise control the employment of foreign workers.

[View All](#)

Agent/Attorney

A legal entity or person who is authorized to act on behalf of an employer.

[View All](#)

Foreign Labor Recruiters

A legal entity or person who recruits H-2B workers.

[View All](#)

Worksite

An area of intended employment.

More profile types will be available soon.

7



2. Select the ellipsis and click the hyperlink of the “Profile Name,” which will open the “Employer’s Profile.”

FOREIGN LABOR APPLICATION GATEWAY

HELP

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New Application

My Cases

Profiles

My Network

[Back to Profiles](#)

Agent/Attorney (Firm) Profiles

New Firm

Profile Name	Legal Business Name	FEIN	Number of Profiles	Actions
LawLawFirm Inc	LawFirm Ilc	778776665	2	...
Firm Profile Name	Law Firm Test	123456789	0	...

3. Select the “New Individuals.”

FOREIGN LABOR APPLICATION GATEWAY

HELP

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New Application

My Cases

Profiles

My Network

[Back to Agent/Attorney \(Firm\) Profiles](#)

Law Firm Test | 123456789

Firm Profile Name

New Individuals

Profile Name	Last Name	First Name	Agent or Attorney	Actions
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No Individual Agents or Attorneys

Individual Agents or Attorneys will appear here



4. Complete all required fields.

Agent/Attorney (Individual) Profile

Type of Representation

Indicate the type of representation for the employer in the filing of this application. ?

☐ Agent

☐ Attorney

Individual Agent/Attorney - Name

Last (given) name * ?

First (given) name * ?

Middle Name(s) ?

Individual Agent/Attorney - Address

Helpful Tip

This profile can populate the following:

CW-1 PREVAILING WAGE FORM ETA-9141C	SECTION B (PARTIAL)
CW-1 LABOR CERTIFICATION FORM ETA-9142C	SECTION D (PARTIAL)
H2-B H-1B PERM PREVAILING WAGE FORM ETA-9141	SECTION E PARTIAL
H2-B LABOR CERTIFICATION FORM ETA-9142B	SECTION C (PARTIAL)

×
CLOSE

5. Click "Save."

State of highest state court where the attorney is in good standing. * ?

- Select -

Name of the highest state court where attorney is in good standing. * ?

Job Title ?

Profile Name

What would you like to name this profile? * ?

Cancel

Save



FOREIGN LABOR RECRUITER PROFILE CARD

HOW TO CREATE A FOREIGN LABOR RECRUITER PROFILE

1. Navigate to the “Profiles” tab. Select “View All” in the Foreign Labor Recruiters section.

FOREIGN LABOR APPLICATION GATEWAY

HELP 2019rach19@gmail.com

New Application

My Cases

Profiles

My Network

Profiles

Store application information in re-usable profiles--to fill application sections quickly and consistently.

Employer

A person or organization that has the ability to hire, pay, fire, supervise or otherwise control the employment of foreign workers.

View All

Agent/Attorney

A legal entity or person who is authorized to act on behalf of an employer.

View All

Foreign Labor Recruiters

A legal entity or person who recruits H-2B workers.

View All

Worksite

An area of intended employment.

More profile types will be available soon.

2. Within the “Foreign Labor Recruiter” card, select the “New Recruiter” button.

FOREIGN LABOR APPLICATION GATEWAY

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New Application

My Cases

Profiles

My Network

[Back to Profiles](#)

Foreign Labor Recruiter Profiles

New Recruiter

Profile Name	Last Name	First Name	Organization	Country	Actions
Recruiters LLC	Hamilton	Booz	BAH Recruiters	UNITED STATES OF AMERICA	...
profile_1	Last Name Test	First Name Test	Organization1	UNITED STATES OF AMERICA	...
RecruitersRecrute LLC	LastN	FirstN	Recruiters LLC	UNITED STATES OF AMERICA	...

Click the ellipse to View, Edit, or Delete the profile selected



3. Complete all required fields.

Foreign Labor Recruiter Profile

Recruiter - Name

Last (family Name) Name * ?

First (given) name * ?

Middle Name(s) ?

Name of Employer/Recruiting Organization ?

Recruiter - Location

City * ?

Helpful Tip

This profile can populate the following:

H2-B LABOR
CERTIFICATION
FORM ETA-9142B

APPENDIX C

×
CLOSE

4. Click "Save," and the profile will appear in the "Foreign Labor Recruiter Profiles" tab.

Postal code * ?

Country ?

- Select - ⌵

Province ?

Profile Name

What would you like to name this profile? * ?

Cancel Save