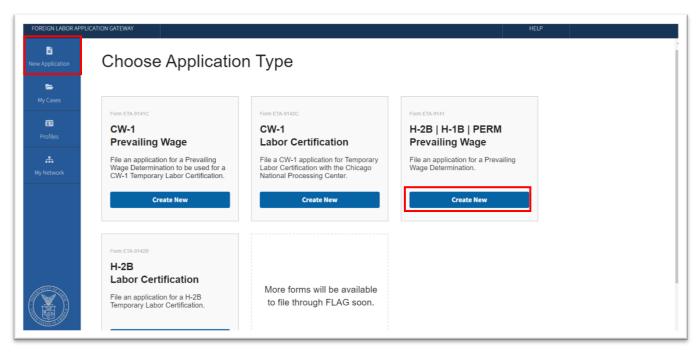


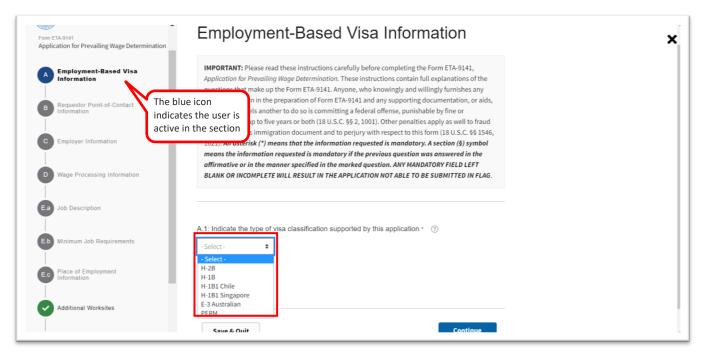
\*FLAG has been optimized to work with Google Chrome, Safari, and Mozilla Firefox.

## HOW TO CREATE & SUBMIT AN ETA-9141 IN FLAG.DOL.GOV

- 1. Ensure that you have created an account using <u>Login.gov</u>. Please use your Login.gov credentials to access http://flag.dol.gov.
- 2. Once logged in, the "New Application" tab will automatically launch. The "New Application" tab is used to begin the application process. Click "Create New" to begin your ETA-9141 application. This can be used for an H-2B, H-1B, or PERM Prevailing Wage application.



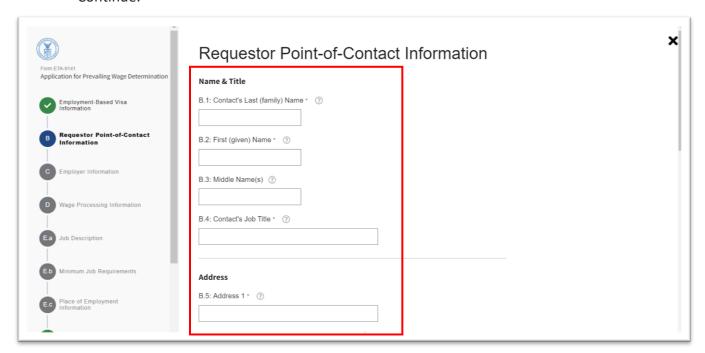
3. Review "Employment-Based Visa Information." All required fields within the application are marked with an (\*). The status of each section on the stepper will indicate completion. Scroll down and select the application type from the dropdown menu. Click "Continue."



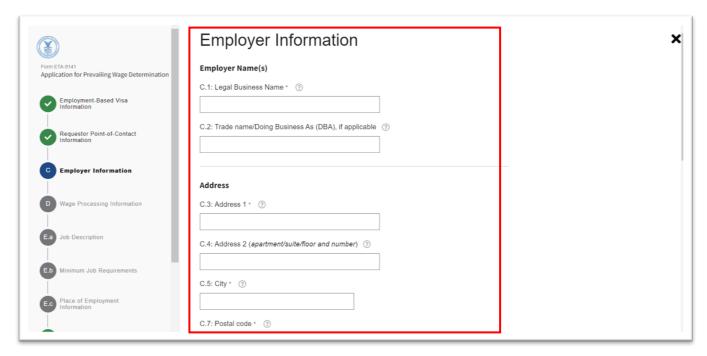
1



4. Enter "Requestor Point of Contact" information into the required fields and validate. Click "Continue."

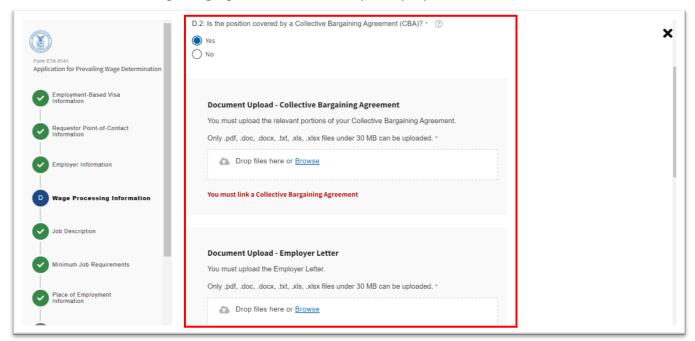


5. Enter "Employer Information" into the required fields. Click "Continue."

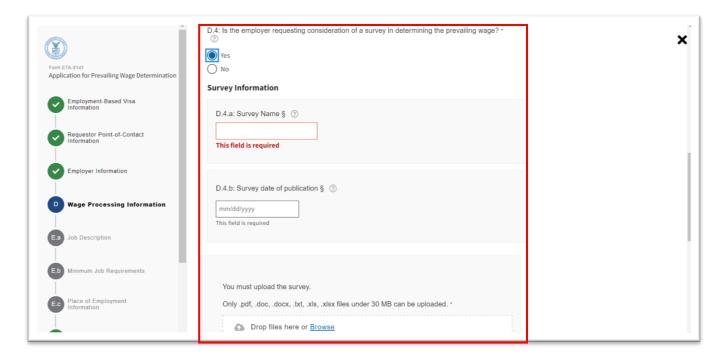




6. Enter "Wage Processing Information" into the required fields. Indicate if the employer is using a Collective Bargaining Agreement. If "Yes," upload proper documentation.

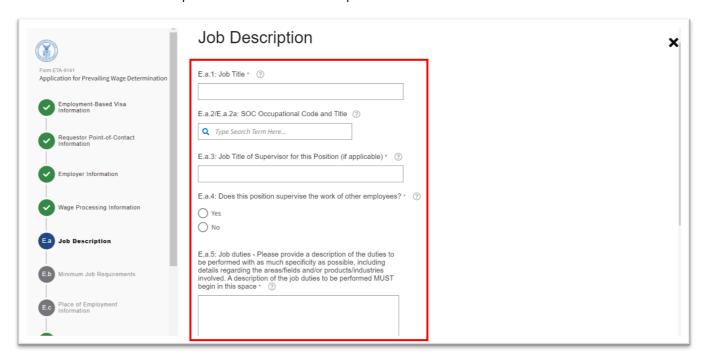


8. Indicate whether the employer is requesting a survey for consideration in determining the Prevailing Wage. If "Yes," enter "Survey Name," "Survey date of publication," and proper documentation.

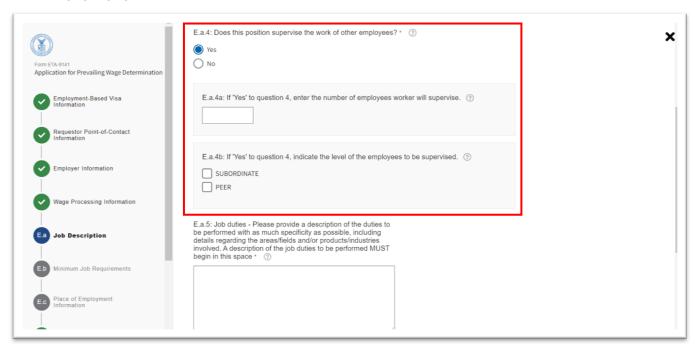




9. Enter "Job Description" details into the required fields.

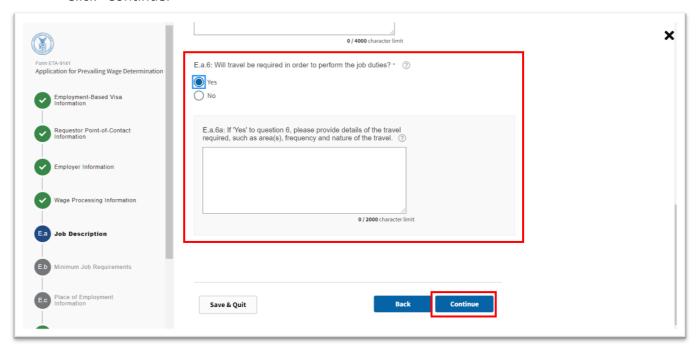


10. Indicate if the role supervises the work of other employees. If "Yes," enter answers for E.a4a and E.a4b.

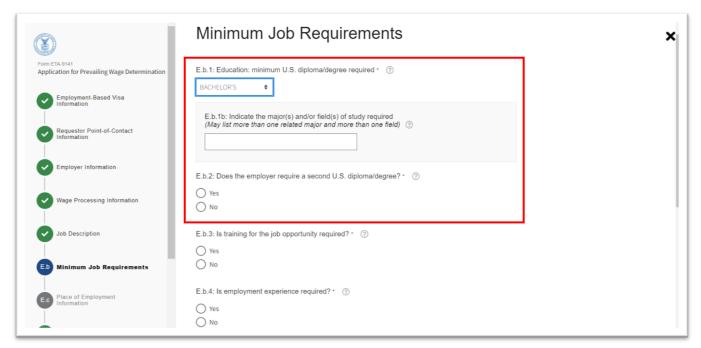




11. Indicate whether the role has potential travel required. If "Yes" is selected, provide rationale. Click "Continue."

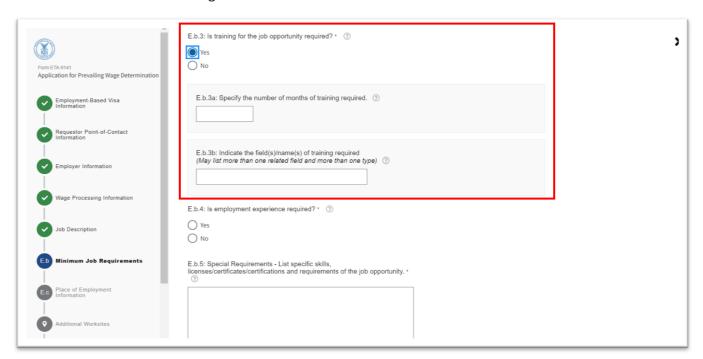


12. Enter "Minimum Job Requirements" into the required fields. If there is a minimum degree required, enter the major or field of study when prompted. If a there is a secondary degree required, enter the major or field of study when prompted.

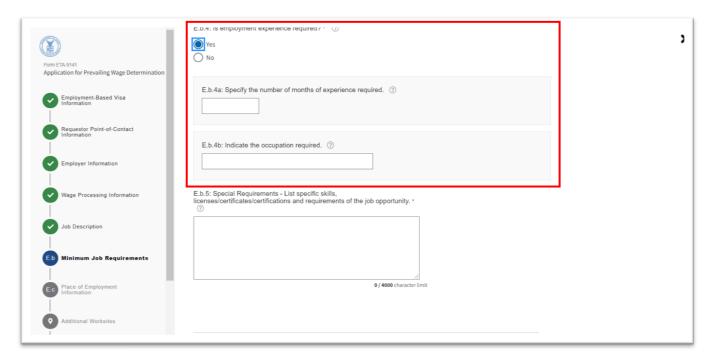




13. If training experience is required, enter the number of months of required training and the field names of training.

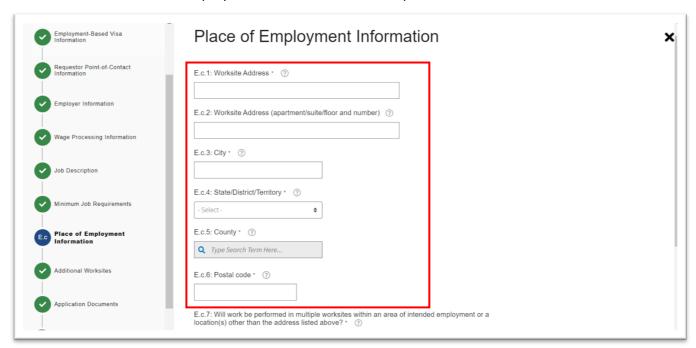


14. If employment experience is required, enter the number of months of experience and the previous occupation. Click "Continue."

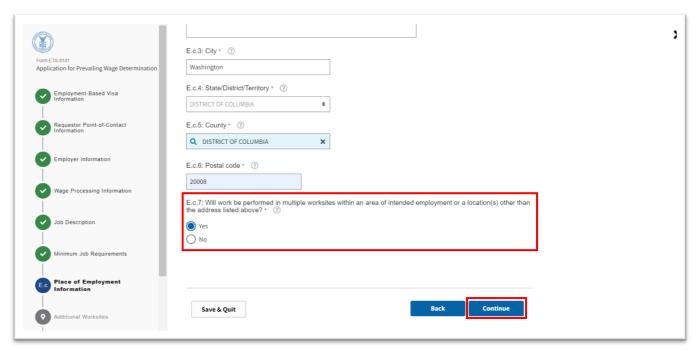




15. Enter "Place of Employment" information into required fields.

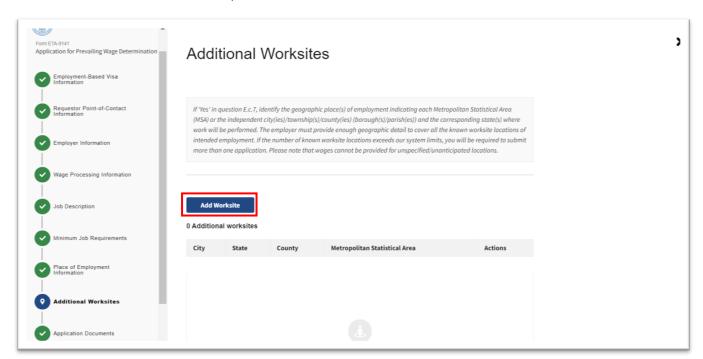


16. Indicate whether there will be multiple worksites. Click "Continue."

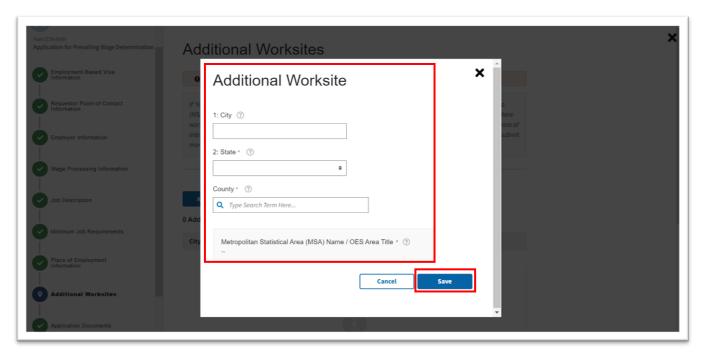




17. If "Yes" was selected for E.c.7, the user will be prompted to add "Additional Worksites." To add an additional worksite, click "Add Worksite."

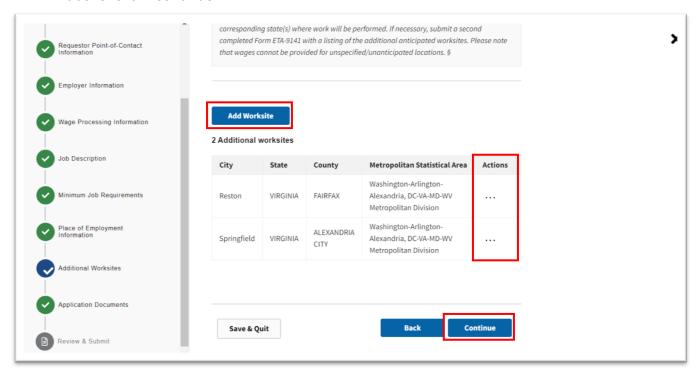


18. Enter additional worksite information, click "Save."

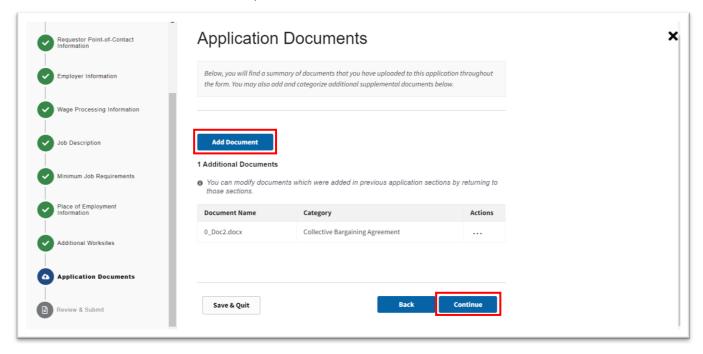




19. Review details of the additional worksites, to make changes or delete, click the ellipse beneath "Actions." To add more worksites, click "Add Worksite" and repeat the process above. Click "Continue."

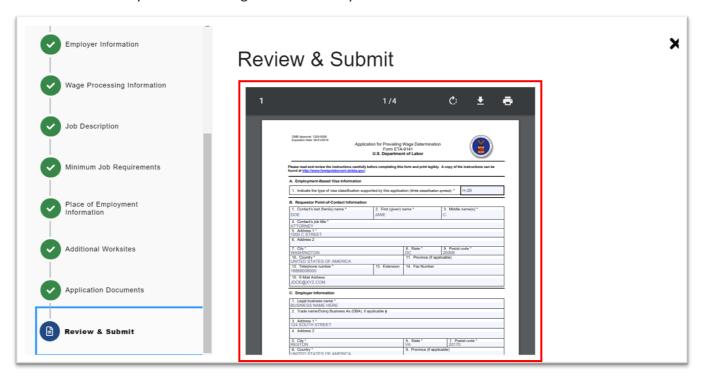


20. Ensure all additional documents have been uploaded. If more documents are needed, click "Add Document." Once complete, click "Continue."





21. Validate the information included on the system-generated PDF. Use the stepper to navigate back to any section if changes are necessary.



22. Once validated, click "Submit" to submit your ETA-9141.

