



## SUBSIDIZED EMPLOYMENT WORKSITE TRAINING

- (c) Customer poses a health and safety risk to himself, herself, or others, (c) the Customer has violated Worksite policy or State and/or Federal law, (d) the behavior of the Customer fails to conform to the applicable policies of the Worksite.
16. Comply with all applicable federal, state, and local orders, advisories, and guidelines on COVID-19 related workplace restrictions and notification obligations, including but not limited to those from the Center for Disease Control and Prevention (CDC), the California Department of Public Health (CDPH), the California of Occupational Safety and Health, local county, or any other applicable government entity. Notify the Service Provider above, immediately if a case of COVID-19 is detected at the Worksite, which includes but is not limited to an instance where a Customer or Worksite staff test tests positive for COVID-19, or a third-party that closely interacts with Customer or Worksite staff tests positive for COVID-19.

### Service Provider Responsibilities

1. Designate a staff member who shall serve as a Coordinator and be responsible for planning and coordinating the activities and assignments of the Customers with the Coordinator/Supervisor designated by the Worksite.
2. Provide the names of Customers sufficiently in advance to allow convenient planning of schedules. Customers assigned for placement experiences at the Worksite shall be subject to the supervision and direction of the Worksite.
3. Require every Customer to conform to all applicable Worksite policies, procedures, and regulations, and all requirements and restrictions specified jointly by representatives of the Worksite, WDD, and Service Provider.
4. Ensure that Customers have been provided with information and education necessary to enable them to function safely and effectively.
5. In consultation and coordination with the Worksite, will arrange for periodic conferences between appropriate representatives of the Worksite and Service Provider to evaluate the placement experience program provided under this Agreement.
6. Provide for the orientation of Customers assigned to the Worksite.
7. Service provider acknowledges to be the employer of record for the Customer. Worksite shall not be responsible for those services provided by Service Provider. Service Provider shall provide on-boarding assistance, respond to employee relations issues, and provide payroll services.

### Customer Responsibilities

1. Customer shall comply with all applicable policies and regulations of the Worksite and any directions / instructions provided by the Worksite Supervisor.
2. In the event that Customer has a complaint about the Worksite or otherwise believes that the Worksite may be in violation of applicable laws, including but not limited to, employment laws and health and safety regulations, Customer shall promptly notify the Service Provider of such issues for resolution.
3. The terms of Customer's employment shall be governed by a separate agreement with the Service Provider.

**I have read this Worksite Agreement and, by my signature below, agree to perform the requirements of the CalWORKs Youth Employment Program/CalWORKs Subsidized Employment Program as outlined above.**

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*Worksite Supervisor Signature*

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*Date*

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*Customer Signature*

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*Date*

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*Service Provider Signature*

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*Date*

Distribution:  
Orig: WDD Office  
Copy: Service Provider  
Worksite Customer