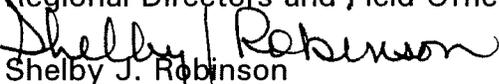


VIRGINIA EMPLOYMENT COMMISSION  
P.O. Box 1358  
Richmond 23218-1358

February 14, 2008

FIELD OPERATIONS BULLETIN NO. 1-08

TO: Regional Directors and Field Office Managers  
FROM:   
Shelby J. Robinson  
Assistant Commissioner for Field Operations  
SUBJECT: Migrant and Seasonal Farmworker Estimates/Outreach Counties

Instructions for conducting the subject estimates are provided:

Only the field offices listed below will develop estimates for each county. Each field office will survey the counties listed and assigned to it for MSFW Outreach. Estimates from all sources for the period from July 2008 through June 2009 must be consolidated by FPS or FO staff and reported as a consensus for each individual county. Submit only one report for each county (format enclosed). List all the agencies/ individuals consulted at the bottom of each county report. Input from agricultural associations, growers, and any other groups with an interest in farmworkers is strongly recommended. Personal meetings with Extension Agents and Telamon staff (WIA 167) are mandatory where feasible, and optional for other sources of this information.

Review the crop locations listed in "Virginia Agricultural Statistics Service-County Data at: <http://www.nass.usda.gov/va> for farmwork and farmworkers as defined at 20 CFR 651.10. **Strict adherence to the definition of MSFWs is essential to the validity of this estimate which includes all farmworkers, not just those currently working.** Field office managers must insure that each county covered by their field office is surveyed. Where there is a staff vacancy, consult with the regional director for support. Reports are due to Jack Turner in the Central Office no later than March 28, 2008.

## FIELD OFFICES - COUNTIES

<u>Bristol Field Office</u>	Lee, Scott, Wise, Washington, Smyth, Russell, Dickenson, Buchanan, Bland, Wythe, Tazewell, Carroll, Pulaski, Grayson
<u>Roanoke Field Office</u>	Montgomery, Floyd, Franklin, Roanoke, Craig, Alleghany, Botetourt, Giles, Bath, Bedford, Rockbridge
<u>Warsaw Field Office</u>	Richmond, Westmoreland, Northumberland, Lancaster, Essex, Middlesex, Mathews, King and Queen, Gloucester, King William, Caroline, Spotsylvania, Stafford, King George
<u>Charlottesville Field Office</u>	Albemarle, Louisa, Orange, Greene, Amherst, Madison, Culpeper, Fluvanna, Nelson, Buckingham
<u>Danville Field Office</u>	Pittsylvania, Henry, Patrick, Halifax, Campbell, Charlotte
<u>South Hill Field Office</u>	Mecklenburg, Lunenburg, Prince Edward, Brunswick, Nottoway, Amelia, Greenville, Powhatan, Appomattox, Cumberland
<u>Tri-Cities Field Office</u>	Prince George, Chesterfield, Dinwiddie, Goochland, Henrico, Hanover, Surry, Sussex, Southampton, Isle of Wight, Charles City, New Kent, James City, York, Cities of Suffolk, Va Beach, Chesapeake.
<u>Winchester Field Office</u>	Frederick, Shenandoah, Rockingham, Highland, Augusta, Page, Warren, Clarke, Loudoun, Fauquier, Prince William, Fairfax, Rappahannock
<u>Onley Field Office</u>	Northampton, Accomack