



CNMI DEPARTMENT OF LABOR (TINIAN)

CITIZEN CENTRIC REPORT FY 2022

WHO WE ARE

The CNMI Department of Labor (Tinian) is tasked with enforcing CNMI Labor laws pursuant to its powers, duties and authority under the N.M.I. Administrative Code, Subchapter 80-10.

Other tasks our department performs may include assisting status qualified applicants attain employment within the private sector and to leverage stakeholder resources and services to develop work skills for employment and career advancement opportunities. We assist private sector employers meet goals in relation to the workforce participation objectives and requirements as outlined in their workforce plans.

The department is comprised of the Division of Employment Services, Labor Enforcement Section and Administrative Services Section. We provide services to status qualified applicants; CNMI permanent residents; U.S. permanent residents and their immediate relatives; foreign national workers; and private sector employers.



OUR PERSONNEL

Top Row (left to right): Resident Director Jay Jess San Nicolas, Deputy Director Anthony Barcinas, Job Placement Officer Sabina San Nicolas, Investigator Ramona Cassy Viches-Cabrera.

Bottom Row (left to right): Job Placement Assistant Jeanette Borja, MOT-DOL MOU staff Carrie Kiyoshi (resigned), Administrative Assistant Marie Reyes and PUA Tinian staff Patrick Jake King. Not in photo is Investigator Trainee Waynelynn Lizama.

Mission Statement

To enforce CNMI Labor laws pursuant to its powers, duties and authority under the N.M.I. Administrative Title Code, Subchapter 80-10. Department of Labor, Section 80-10.1 Authority to its power, duties and authority under the Immigration Conformity Act of 2010, P.L. 17-1; the Commonwealth Employment Act of 2007, P.L. 15-108 as amended; the Minimum Wage and Hour Act. as amended; and Public Laws No. 11-6, 12-11 and 12-59 as amended, that shall govern the employment of citizens, permanent residents, foreign national workers, and other non-immigrant aliens in the Commonwealth of the Northern Mariana Islands.





FY 2022 ACHIEVEMENTS

Division of Employment Services	Labor Enforcement Section	Administrative Services Section
295 Client office visits for assistance	2 Labor Cases opened	73 Client office visits for assistance
4 Computer/Internet services provided to clients	0 Compliance Agency Cases opened	2 Certification of Good Standing applications
18 U.S. Status Qualified Workers Registration	295 Client office visits for assistance	
4 NAP Work Registration Referral		

Division of Employment Services

Operate the JVA system, manage the work with individual citizens, CNMI permanent residents, and U.S. permanent residents to match persons seeking jobs to jobs that are or will become available, and to find and coordinate resources from other agencies for job readiness including any necessary training, internship, practice, or other prerequisites to placing citizens in jobs. Will also manage the follow-up after citizens are placed in jobs to ensure against hostile workplaces, help secure adequate opportunities to advance, monitor effective dispute resolution, and other matter as assigned by the Secretary (NMI Administrative Code Chapter 80; Section 80-10.4 Organization; subsection 10.4-115).

Labor Enforcement Section

Manage enforcement of requirements both with respect to the employment of citizens, CNMI permanent residents, and U.S. permanent residents, and with respect to employment of nonimmigrant aliens in the Commonwealth. Will also manage enforcement of minimum wage and other matters as assigned by the Secretary (NMI Administrative Code Chapter 80; Section 80-10.4 Organization; subchapter 10.4-125).

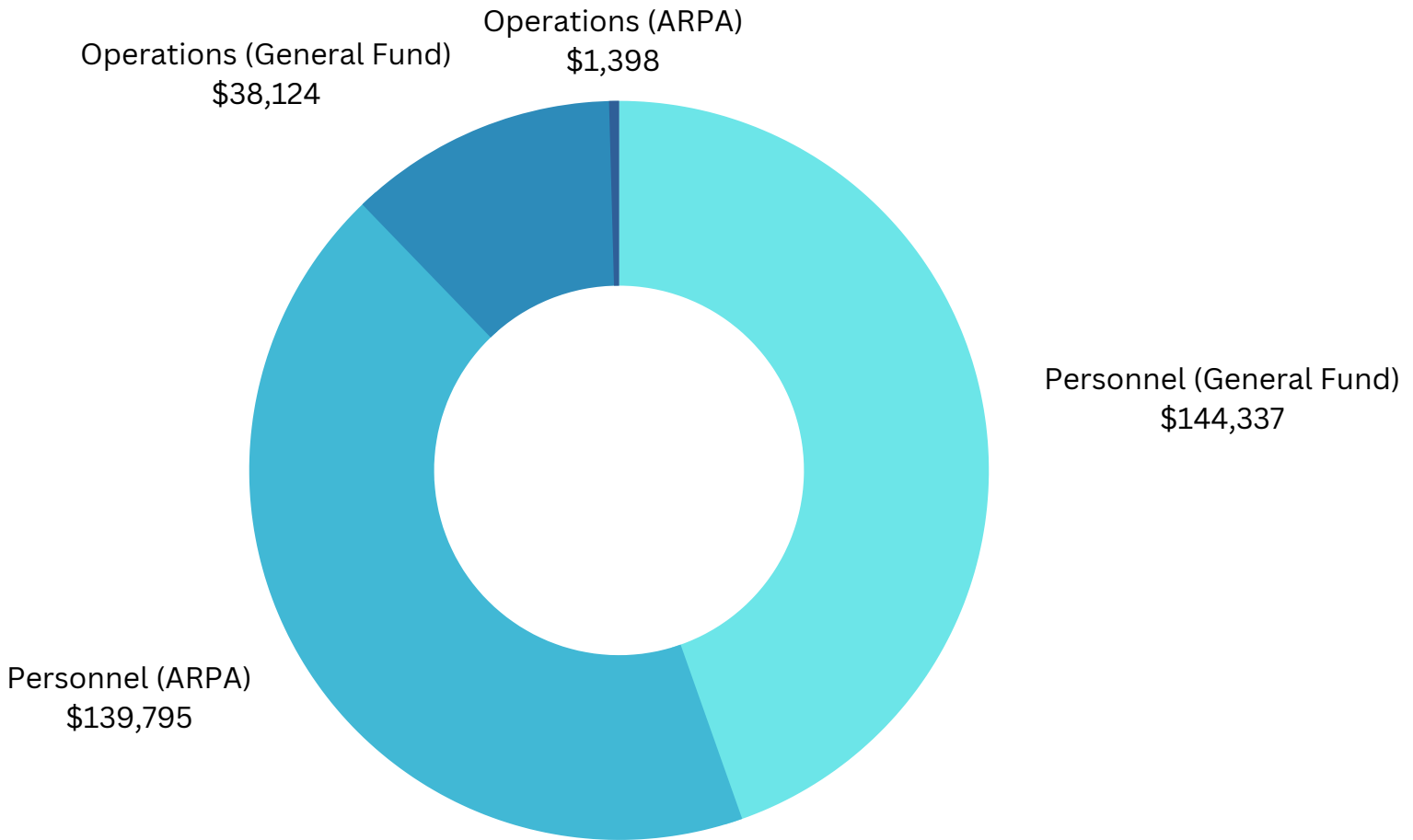
Administrative Services Section

Manage the Department's payroll, contracts, standard forms for various administrative functions, standard operating procedures, and other administrative matters as assigned by the Secretary (NMI Administrative Code Chapter 80; Section 80-10.4 Organization; subchapter 10.4-140).





OUR FINANCES



“ EMPLOYEES WHO BELIEVE THAT MANAGEMENT IS CONCERNED ABOUT THEM AS A WHOLE PERSON - NOT JUST AN EMPLOYEE - ARE MORE PRODUCTIVE, MORE SATISFIED, MORE FULFILLED. SATISFIED EMPLOYEES MEAN SATISFIED CUSTOMERS, WHICH LEADS TO PROFITABILITY. ”

ANNE M. MULCAHY





FY 2023 GOALS

- **Labor Enforcement Section** presentation on "CNMI Labor Laws You Should be Aware of" for Tinian private sector employers.
- **Division of Employment Services** presentation on "*Total Workforce Listing and the Workforce Plan*" for Tinian private sector employers.
- Increase public outreach activities to inform and educate job seekers and private sector employers. Host forums to discuss labor related issues important to the private sector.
- Encourage Tinian job seekers to use the Job Bank, www.marianaslabor.net as it is an invaluable job search tool.

The CNMI Department of Labor (Tinian) continues to reinforce compliance with the following:

- **Post Job Vacancy Announcement on DOL's Website**, which require employers who are hiring or renewing CW-1 status workers on a full-time basis to post job vacancy announcements on the Department's website www.marianaslabor.net.
- **File Quarterly Total Workforce (TWL) Listings**, require employers to submit information on a quarterly basis regarding the number and classification of employees for whom wages were paid during the quarter.
- **File Annual Workforce Plan or update an existing plan**, require all employers who employ nonimmigrant aliens (CW-1 status employees) to file and update Workforce Plan every 12 months. The objective of the Workforce Plan is to increase the percentage of U.S. citizens, U.S. permanent residents and/or CNMI permanent residents in the workforce of the employer.
- **Workforce Participation - Minimum Percentage**, require employers to maintain a full-time workforce in which a minimum of thirty percent (30%) of the full-time employees are U.S. Citizens, CNMI permanent residents and/or U.S. permanent residents. Failure to maintain a minimum percentage of 30% may result in a Notice of Violation filed against the employer.

