



U.S. DEPARTMENT OF LABOR



LABOR CERTIFICATION REGISTRY QUICK START GUIDE

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U.S. Department of Labor
Employment and Training Administration
Office of Foreign Labor Certification
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Table of Contents

INTRODUCTION	3
ACRONYMS	4
GETTING STARTED	5
VIEWING THE LABOR CERTIFICATION REGISTRY	6
VIEWING RESULTS	7
SEARCH TIPS	9

List of Figures

Figure 1: iCERT Portal Homepage.....	5
Figure 2: LCR Landing Page.....	6
Figure 3: LCR Advanced Search Results.....	8



INTRODUCTION

As part of the Open Government Initiative to improve transparency and to integrate public participation in its activities, the Office of Foreign Labor Certification (OFLC) has launched the Labor Certification Registry (LCR). This provides the public with the certifications and other non-sensitive data collected by OFLC from the primary source, i.e., the employer/applicant. This Quick Start Guide was prepared for the general public to quickly navigate through the LCR system to view H-1B, H-1B1 Chile, H-1B1 Singapore, E-3 Australian, H-2A, and H-2B and PERM certifications that OFLC issues to the public, in an accessible format. Only certified cases can be viewed through LCR. Withdrawn, denied, or rejected cases are not displayed.

This guide does not describe all of the features of case creation and case submission, nor is it intended to replace each individual system User Guide. For detailed information about any specific labor certification program features, refer to the program-specific user guides.



ACRONYMS

Below is a list of terms used in this document:

Terms	What it means
ETA	Employment and Training Administration
H-2A	The labor certification program for <i>Temporary Agricultural</i> workers
H-2B	The labor certification program for <i>Temporary Non-Agricultural</i> workers
H-1B	The labor certification program for <i>Temporary</i> workers in specialty occupations
H-1B1 Singapore	The labor certification program for <i>Temporary</i> workers in specialty occupations from <i>Singapore</i>
H-1B1 Chile	The labor certification program for <i>Temporary</i> workers in specialty occupations from <i>Chile</i>
E-3	The labor certification program for <i>Temporary</i> workers in specialty occupations from <i>Australia</i>
PERM	The labor certification program for <i>Permanent</i> workers
LCA	Labor Condition Application for Nonimmigrant workers
iCERT	The iCERT Visa Portal System – provides a single point-of-entry for employers, attorneys, and agents to file and track their employment-based visa applications
LCR	Labor Certification Registry



GETTING STARTED

Accessing the Labor Certification Registry (LCR) on the iCERT portal does not require a user account. The registry can be accessed as follows:

Begin on the iCERT Home Page <http://icert.doleta.gov>

The screenshot shows the iCERT Portal Homepage. At the top, there is a red navigation bar with the text "UNITED STATES DEPARTMENT OF LABOR Employment & Training Administration" and a search box. Below this is a secondary navigation bar with links for "ETA Home", "Find Job & Career Info", "Business & Industry", "Workforce Professionals", "Grants & Contracts", "TAA Program", "Foreign Labor Certification", "Performance & Results", and "Regions & States". The main content area is divided into several sections: a login section with "Username:" and "Password:" fields and a "Log In" button; a "New to the iCERT System?" section with links to "Create Your Portal Account Today" and "Forgot your username or password? Click Here"; a "PUBLIC JOB REGISTRY" section featuring a map of the United States with state abbreviations and an "Advanced Search" button; an "ICERT CASE STATUS CHECK" section with a text input field and a "Check Status" button; a "FIND CURRENT FAQs" section with a "Click Here" link; and a "SEARCH for PREVAILING WAGES" section with dropdown menus for "State/Territory:", "Data Series and Source:", and "Collection Type:", and a "Area Based on:" dropdown.

Figure 1: iCERT Portal Homepage



VIEWING THE LABOR CERTIFICATION REGISTRY

In order to view available Labor Certification Registry (LCR) results, go to the iCERT home page, and select (click on) the LCR icon located in the upper right hand side of the screen just under the red title bar.

The LCR landing page will appear (Figure 2 below).

The screenshot shows the Labor Certification Registry landing page. At the top, there is a red navigation bar with the United States Department of Labor logo and the text "UNITED STATES DEPARTMENT OF LABOR Employment & Training Administration". To the right of the logo is a search bar with the text "Enter Search Term" and a "Search" button. Below the navigation bar is a horizontal menu with several categories: "ETA Home", "Find Job & Career Info", "Business & Industry", "Workforce Professionals", "Grants & Contracts", "TAA Program", "Foreign Labor Certification", "Performance & Results", and "Regions & States". The "Foreign Labor Certification" category is highlighted.

The main content area has a heading "Welcome to the Labor Certification Registry". Below this heading is a paragraph of text explaining the Immigration and Nationality Act (INA) and the responsibilities of the U.S. Secretary of Labor. The text states: "The Immigration and Nationality Act (INA) entrusts specific responsibilities to the U.S. Secretary of Labor for the administration of certain employment-based immigration programs that require a labor certification. These statutory and regulatory provisions require all employers seeking a labor certification for either permanent or temporary nonimmigrant employment to first apply to the Secretary of Labor for certification. The Secretary has delegated these responsibilities to the Employment and Training Administration's (ETA's) Office of Foreign Labor Certification (OFLC). OFLC processes labor certification applications for employers seeking to bring foreign workers into the U.S. and grants certifications in those cases where employers can demonstrate that there are not sufficient U.S. workers able, willing, and qualified to perform the work and the wages and working conditions of similarly employed U.S. workers will not be adversely impacted...[MORE](#)".

Below the text is a section titled "Click on a Specific State to Search Labor Certification Records Posted in the Last 30 Days". To the right of this section is an "Advanced Search" button. Below the text is a map of the United States with state abbreviations. A dropdown menu below the map is labeled "Or - Select a state/territory from the menu: State:" and has a "Select State" option.

On the right side of the page, there are three sections: "FIND CURRENT FAQs" with a "Click Here" link, "STAY CONNECTED" with links to subscribe to DOL updates via email, Facebook, Twitter, YouTube, and RSS, and "DATA MINING" with a "Click Here" link to download quarterly Foreign Labor Certification (FLC) disclosure data.

Figure 2: LCR Landing Page



The user has three search options available:

1. **U.S. map of States and territories.** Select (click on) a State or territory from the interactive map of the United States located on the left-hand side of the screen. (Or you can select a state/territory from the State drop down list located immediately below the U.S. map.)
2. **Quick Search.** At the bottom of the screen (below the U.S. map), select among several search criteria for a quick search.
3. **Advanced Search.** Select the button for 'Advanced Search' (oval button in the middle of the screen – just above the U.S. map). This opens a new page with additional search criteria. Enter your desired search parameters on the filters and select the 'Search' button. The total number of cases found will be displayed in the box. The 'Show Results' button will be unavailable (grayed out) until you have refined your search to the point where the search count is 1,000 or less. To return to the LCR home page select the 'Return to LCR Main Page' button.



VIEWING RESULTS

Once the search option is selected, the system conducts a search of all labor certifications matching the search criteria and displays them in the standard iCERT table format. See Figure 3 below.

Click the headers of the columns to sort the results in the table in ascending / descending order.

To view the redacted version of job orders or certifications select the PDF or HTML icon (as desired) in the Job Order or Cert columns on the right hand side of the screen

From the search results screen, select 'Return to Advanced Search' OR 'Return to LCR Main Page'.

UNITED STATES DEPARTMENT OF LABOR
Employment & Training Administration

[A to Z](#) | [Site Map](#) | [FAQs](#) | [Forms](#) | [About DOL](#) | [Contact Us](#) | [Español](#)

ETA Home
Find Job & Career Info
Business & Industry
Workforce Professionals
Grants & Contracts
TAA Program
Foreign Labor Certification
Performance & Results
Regions & States

[ETA Home](#) > [iCERT Portal](#)

Labor Certification Registry

LCR Advanced Search Results

ETA Case Number	Job Posting Date	Case Type	Status	Employer Name	Work Start Date	Work End Date	State/Territory	Job Title	Job Order	Cert
H-300-13092-0...	06/10/2013	H-2A	Certified	legal businessName	04/30/2013	12/31/2013	VIRGINIA	dans job		
H-300-13011-1...	06/10/2013	H-2A	Certified	dpf legal bus name	06/18/2013	11/29/2013	VIRGINIA	dpf test2		
H-300-12315-3...	06/10/2013	H-2A	Certified	dpf business	06/19/2013	11/29/2013	VIRGINIA	dpf test		
H-300-13092-0...	06/08/2013	H-2A	Certified	legal businessName	04/30/2013	12/31/2013	VIRGINIA	dans job		
H-300-13011-8...	06/06/2013	H-2A	Certified	test	06/06/2013	11/28/2013	VIRGINIA	my title		
H-300-12314-8...	06/06/2013	H-2A	Certified	Defect 2567-24	06/06/2013	08/30/2013	VIRGINIA	test		
C-12037-04700	04/19/2013	H-2A	Certified	EMPLOYER INFORM...	02/05/2012	12/05/2012	SOUTH CAR...	JOB IN ALIEN S...		
C-12037-04700	04/19/2013	H-2A	Certified	EMPLOYER INFORM...	02/05/2012	12/05/2012	SOUTH CAR...	JOB IN ALIEN S...		
C-12117-04701	04/19/2013	H-2A	Certified	5 G'S FARM	04/28/2011	04/28/2012	LOUISIANA	MEAN WORKER		
C-12180-04703	04/19/2013	H-2A	Certified	LEGO FARMS	09/03/2012	06/28/2013	VIRGINIA	FARMER		
C-11195-04691	10/03/2012	H-2A	Certified	BRIAN AND ARTI	09/01/2011	08/22/2012	VIRGINIA	TEST		
C-12222-04707	10/02/2012	H-2A	Certified	WHOLE FOODS FAR...	08/09/2012	01/09/2013	PENNSYLV...	FARM WORKER		
C-11195-04693	09/27/2012	H-2A	Certified	BRIAN AND ARTI	09/01/2011	08/22/2012	VIRGINIA	TEST		
C-11195-04687	09/26/2012	H-2A	Certified	BRIAN AND ARTI	09/02/2011	08/22/2012	VIRGINIA	TEST		
C-11195-04689	09/17/2012	H-2A	Certified	BRIAN AND ARTI	09/01/2011	08/22/2012	VIRGINIA	TEST		
C-11195-04690	09/17/2012	H-2A	Certified	BRIAN AND ARTI	09/21/2011	08/12/2012	VIRGINIA	TEST		
C-11195-04688	09/17/2012	H-2A	Certified	BRIAN AND ARTI	10/01/2011	08/22/2012	VIRGINIA	TEST		
C-08260-04666	09/17/2012	H-2A	Certified	TEST	11/11/2008	10/15/2009	ALASKA	TEST		
C-11272-04699	08/22/2012	H-2A	Certified	BERYL EMPLOYER	09/06/2010	09/06/2011	DISTRICT...	dpf test job		

1 / 2 20 40 Row(s)

Disability Access: If you have a disability and are unable to access some of the information contained on this Website because of its format or other features, please email oflc.portal@dol.gov. Your request will be referred to the appropriate Department of Labor office responsible for providing assistance to you in this regard. The office will respond promptly to you by providing you with alternate means to submit your applications. In order to help us serve you better, please provide us with a description of your disability and your contact information so we can reach you in the event questions arise while identifying or addressing a solution to your request.

Return to Advanced Search

Return to LCR Main Page

Figure 3: LCR Advanced Search Results



SEARCH TIPS

Listed below are possible errors the system may display:

- **'There are no Certifications posted from mm/dd/yyyy to mm/dd/yyyy for STATEORTERRT'** – Occurs when the Interactive Map is used and no records are found. Please expand the time frame for your search.
- **'No records found that match search criteria.'** – Occurs when Quick Search is used and no records are found. Please expand your search criteria.
- **'Your search results have exceeded the maximum limit of 1000 records. Please refine your search.'** – Occurs when the search yields more than 1,000 cases found. Results will only be visible when there are 1,000 or less cases to display.
- **'The file you selected is not found'** – Occurs periodically when selecting a PDF or HTML icon in the Job Order column or Cert column of the search results. Please try selecting the PDF or HTML icon later to see if the problem resolves itself. If the problem persists, please contact oflc.portal@dol.gov.
- **'Only certifications issued on or after April 15, 2009 are available in LCR. Please select a date on or after April 15, 2009'** – Occurs when searching for cases before April 15, 2009.