Gu Achi District Laborer's Work Request Form

Date of Request: _____ Time of Request: _____

Person/Community requesting *(PLEASE PRINT)*: _____

Telephone Number: ( ) _____ Mobile Cellular ( ) _____

Community: _____

Physical Location of Project: _____

_____

_____

AGREEMENTS

- Person must be a District Member, Home Assignee or Head-of-Household to request Labor.
- All Materials needed for the project must be on hand for Laborers to start work.
- District Laborers shall not feel threatened, be criticized while on the project and will not be subject to supervision from non-district workers.
- The Gu Achi District insures our Laborers; the projects are not assured to meet your total satisfaction. The best work will be done on all projects but are not guaranteed flawless.
- Any problems or concerns will be addressed to the District Vice Chairperson.
- All project requests must be reviewed by the District's Policy & Procedure Committee and approved by the Gu Achi District Chairperson.
- **Person submitting work request must be present at a Policy & Procedure Committee meeting.**

Purpose of Request: (Please print a DETAILED description of the work to be done.) Only the work that is requested on the detailed description shall be done. All project requests shall be limited to 10 working days at 8 hours per day.

_____

_____

_____

_____

_____

_____

_____

PPC*

Policy and Procedure Committee Meeting Date _____

Policy and Procedure Committee Recommendation: FOR _____ AGAINST_____ ABSENT_____

Comments: _____

_____

*********************************** Office Use Only ************************************

Approved_____ Disapproved_____ _____

District Chairperson's Signature Date

If disapproved, state reason: _____

_____

_____

Revised by PPC 07/19/2011