

stances, financing and formal cooperation and coordination of a program are not involved. Usually there is a request for technical services or information. The Farm Labor Service also represents the Department of Labor on governmental committees and at conferences concerned with agricultural problems.

In accordance with the format suggested by the questionnaire, a descriptive listing of organizational units with which the Farm Labor Service deals most frequently follows:

a. *Coordination with other units in the Bureau of Employment Security.*—The Farm Labor Service has a very close working relationship with the Employment Service. At the national office and the regional office levels there is coordination of both programs by the Administrator and Regional Administrators so as to provide total manpower services to workers.

Through joint conferences and executive staff meetings, in which all the services participate, program plans for the Bureau are developed. A specific example of intra-Bureau cooperation and coordination is the evaluation of regional and local office administration—evaluations are conducted on a team basis. Another example is the clearance by all services of United States Employment Service Program Letters which transmit information concerning Bureau programs, policies, and procedures to State agencies.

In most instances the formal coordination of programs is through the Office of the Administrator. But because the programs of Farm Labor Service and the Employment Service are so closely related, in many areas informal working arrangements have been established between staff units.

In connection with training programs for agricultural workers and occupations, the Farm Labor Service is charged with the responsibility of developing and planning such programs. Salary and expense appropriations finance preparation of training programs, recruitment and placement of trainees.

Another area of cooperation with the Employment Service which involves joint expenditure of funds is the development of human resources of rural areas—the Smaller Communities Program.

Enactment of pending legislation, which would extend unemployment insurance coverage to agricultural workers, would bring about a closer relationship between the Farm Labor Service and the Unemployment Insurance Service. A cooperative and coordinative arrangement would have to be established to insure full participation in the unemployment insurance program of farm workers recruited and placed by the Farm Labor Service.

Development of a Bureau automatic data processing system is a joint project involving all of the Services under the coordination of the Administrative and Management Service.

b. *Coordination with other Bureaus and Offices of the Department of Labor.*—

1. *Office of the Solicitor*—all proposed rules, regulations, and *ES Manual* requirements are cleared with the Solicitor. Legal opinions and interpretations are provided to the Farm Labor Service on request. All legislative proposals affecting agriculture are analyzed by the Farm Labor Service for the Solicitor's Office.

A review panel consisting of representatives of the Farm Labor Service and the Solicitor's Office prepares cases for presentation to the