



# Visa Request

## Request for Candidate or Employee Work Visa

Visa Type

H-1B  J-1  E-3  TN  Other

The information contained here will be used , if required for the visa type, to complete the Labor Conditions Application (LCA) filed with the Department of Labor and documentation for a visa status request filed with US Citizenship and Immigration Services or the U.S Department of State.

### Visa Descriptions:

**H-1B Visa:** a non-immigrant visa, which allows citizens of a foreign country in a specialty occupation to work in the U.S.

**TN Visa:** a non-immigrant visa, similar to the H-1B visa, but is only for citizens of Canada and Mexico, under the North American Free Trade Agreement (NAFTA) created for special economic and trade relationships for the United States, Canada, and Mexico.

**E-3 Visa:** a non-immigrant visa, similar to the H-1B visa, but is only for Australian citizens.

**J-1 Visa:** an exchange visitor (J) non-immigrant visa for individuals to participate in work-and study-based exchange visitor programs and help promote exposure and interchange between exchange visitors and Americans to increase their understanding of each other's society, culture, and institutions. Exchange visitors are expected to return to their home country upon completion of their program in order to share their exchange experiences.

## Visa Candidate and Position Information

Is this position full-time or part-time?  Full-Time  Part-Time  Both

If part-time or both, how many hours per week?

Current Employee

Yes  No

Hiring Manager Employee Id

Hiring Manager Name

Candidate Name

Candidate Future Job Title

Dept Code

Dept Name

Hanford ID

## Visa Dates

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Desired Visa Start Date      Visa End Date

2013-11-01

2015-11-01

Visa Date Information To Be Aware of:

- Please make sure to confirm with the Immigration Consultant if there is a required start date or end date. Based on the timeframe it takes to get the visa status, the specific needs of the visa candidate, or the visa candidate's visa history, many factors can influence the visa start date and end date.

- For H-1B visas, federal regulations state that the employer will be liable for the reasonable costs of return transportation abroad if the employer terminates the H-1B visa holder before the end of the period of authorized stay under the approved H-1B, with the exception of when the H-1B holder voluntarily resigns. Be specifically mindful of H-1B visa dates.

Comments

\*Max length 1000 characters

These are my comments.

## Work Site Location

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City of Primary Worksite

Richland

State of Primary Worksite

WA

Will this employee work at any job site other than indicated above?     Yes     No

City Location

State Location

City Location

State Location

## Filing Fees

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**H-1B Visa:** Cost: \$325 Filing Fee, \$500 Fraud Fee (if applicable), \$1225 Premium Processing Fee (optional)

**TN Visa:** Cost if not handled at the border crossing: \$325 Filing Fee, \$500 Fraud Fee (if applicable), \$1225 Premium Processing Fee (optional)

**E-3 Visa:** Cost: \$325 Filing Fee, \$500 Fraud Fee (if applicable).

**J-1 Visa:** Cost: No direct costs to the departments (Lab pays).

**Premium Processing:** The premium processing fee is to have the petition reviewed within 3 weeks time versus 3-6 months time and also provides more customer support to USCIS when a petition runs into issues when it is being processed. This should be used for new hires and is highly recommended any other time.

If this is an H-1B or TN visa petition, do you authorize premium processing?     Yes     No

## Job Description

Technical Description of the Position. (Export Control will be reviewing the description for controlled technology for license requirements prior to release to a foreign national. \*Max length 1500 characters

This position involves assisting in the maintenance and application of a global radar network in support of the Atmospheric Radiation Measurement (ARM) Climate Research Facility (<http://www.arm.gov>). The ARM Program operates and maintains a network of fixed and mobile sites providing data to the climate research community. ARM sites include a broad array of instrumentation including radars, lidars, radiometers, and meteorological sensors. Recently ARM expanded its suite of cloud and precipitation radars in number and capability.

Vijay will perform analysis of radar data to assess the operational status of radars in the ARM radar network. The position also involves periodic travel to ARM sites and to programmatic meetings. The position will require interaction on a daily basis with project managers, other engineers and scientists to assess the status of radars and recommend appropriate courses of action. Vijay will travel up to 30% of the time to offsite locations in the US and around the world. While at offsite locations, Vijay may be called upon to troubleshoot problems, perform calibrations, upgrade software, or replace failed or outdated hardware. While on site, he will work with either local site operations staff or visiting technicians.

Several of the radars include ITAR controlled components. Vijay will not be working directly with these components (e.g. any component repairs will be done by the vendor) but may be called upon to replace them when they fail.

## Export Control Licensing

[HDI: Export Control Determination](#)

**If at any point you select YES for a question below, then an export control license may be required. Please consult with Export Controls Office (371-7518 or [export.control@pnnl.gov](mailto:export.control@pnnl.gov)) to resolve or confirm.**

Will the research be oriented toward military or space applications (e.g., sponsor from NASA or any of the DoD-related agencies such as DARPA, DTRA, ONR, etc.)?  Yes  No

Will ITAR equipment, software, or technical data be accessed? (ITAR refers to defense articles, but can also refer to equipment that contains components originally designed for military applications. This can include, but is not limited to radars, bio/chem detection, infrared cameras, etc.)  Yes  No

Will this employee have access to research other than basic or applied stages?  Yes  No

Are there sponsor prohibitions or restrictions regarding publication of the results of this work?  Yes  No

Will this employee have access to technical information about Lab- or Client-owned equipment beyond mere operational instructions (how to use), e.g., "Production," "Development," "Use," or "Disposal" as defined below? (This is especially possible if the employee is a fabrication or maintenance technician with access to documentation beyond simple users manuals.)  Yes  No

"Development" is related to all stages prior to serial production, such as: design, design research, design analyses, design concepts, assembly and testing of prototypes, pilot production schemes, design data, process of transforming design data into a product, configuration design, integration design, layouts.

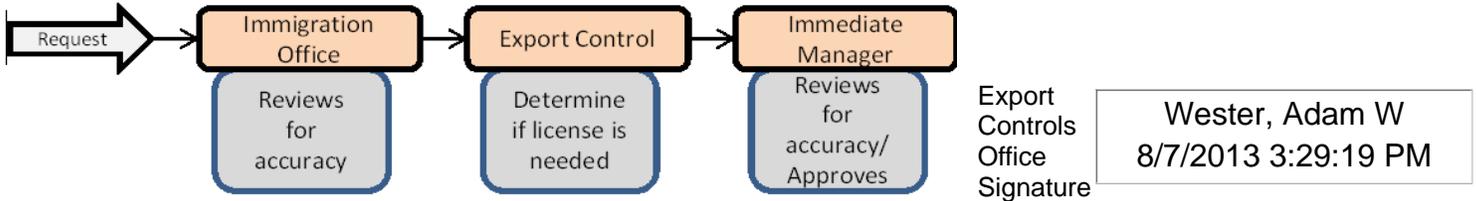
"Use". Operation, installation (including on-site installation), maintenance (checking), repair, overhaul and refurbishing

"Production". Means all production stages, such as: product engineering, manufacture, integration, assembly (mounting), inspection, testing, quality assurance.

"Disposal" means specific information necessary for the disposal of export-controlled chemical precursors for toxic chemical agents; or for the disposal of select agents (including human and zoonotic pathogens or toxins, animal pathogens, plant pathogens, or genetically modified organisms or genetic elements associated with select agents or toxins . . . regardless of quantity or attenuation.)

With respect to the technology or technical data the petitioner (Battelle) will release or otherwise provide access to the beneficiary (foreign national), the petitioner (Battelle) certifies that it has reviewed the Export Administration Regulations (EAR) and the International Traffic in Arms Regulations (ITAR) and will determine if a license is required.

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Export Controls Office Comments

Export Controls Comments

- A license is **not required** from either U.S. Department of Commerce or the U.S. Department of State to release such technology or technical data to the foreign person
- A license **is required** from the U.S. Department of Commerce and/or the U.S. Department of State to release such technology or technical data to the beneficiary (foreign national) and the petitioner (Battelle) will prevent access to the controlled technology or technical data by the beneficiary (foreign national) until and unless the petitioner (Battelle) has received the required license or other authorization to release it to the beneficiary (foreign national).

### Approval Signatures

Approvals are electronically captured within the Approvals system and will be populated below upon completion of the approval process. Use the following url to check on the current routing status upon submittal.

Role	Name	Date	Approve?

### Approval Comments

Approval comments are electronically captured within the Approvals system and will be populated and stored within the form (below) upon completion of the approval process.

As a J-1 sponsor, Battelle must maintain strict compliance with the federal regulations governing the J- 1 Exchange Visitor's Program Nonimmigrant Visa held by the U.S Department of State. The approval of this form certifies that all of the information in this form is true and accurate. Any inaccurate information that is discovered by the U.S Department of State could be the cause of serious penalties to Battelle, Pacific Northwest National Laboratory.

The approval of this form certifies the hiring manager has ensured the following:

- The exchange visitor was chosen based on his/her background and experience;
- The exchange visitor possesses sufficient proficiency in the English language to participate in the Battelle program both verbally and in writing;
- The intent the individual is being hired for cannot be a long term role or to fill a normal staffing requirement;
- There will be opportunities for cross-cultural activity to promote exposure and interchange between the exchange visitor and Americans to help increase his/her understanding of each other's society, culture, and institutions;
- The exchange visitor will only be allowed to perform the activities stated on the J-1 visa per the Battelle job description.
- The Immigration Consultant will be notified, in writing, of any changes in the terms and conditions of funding, job title, end date of role he/she was hired for, type of activities being done with as much notice as possible prior to the change of activity or end date;