

PERM Process Timeline (All timeframes are estimates and subject to change)

Month:	1	2	3	4	5	6	7	8	9	10	11	12	13	14 -	20 +	
STEP A [Est. 3 - 6 months]:	Assemble information required to prepare and support case:			STEP B [Estimated time: 2 - 4 months]:		Labor Market Test ("LMT") to determine if there are any able, willing, available, and qualified US workers.			STEP C [Estimated time = 4-6 weeks]:		PERM Application Draft & Filing. (At least 30 days must pass after the last recruitment date before application can be filed with DOL. Recruitment expires when 180 days old & then can't be used to file a PERM application.)			STEP D [Estimated time = 8 months]:		DOL Decision (certification, audit, or denial)
	Garfinkel receives & reviews Job Summary Sheet & BioQ Sheet, academic documents, etc.					Garfinkel prepares LMT instructions, materials, & applicant tracking worksheet & instructions.					Garfinkel prepares draft ETA Form 9089 (PERM Application) & Recruitment Report & sends to HR & FN to review.					Garfinkel obtains signatures and prepares the audit file (to be maintained 5 years by Regulation).
	Garfinkel performs research re likely occupation classification & wage. Determines if there are "audit triggers" & what is needed in case of audit.					When HR approves LMT instructions, Garfinkel submits 30-day job order to SWA & obtains proof of 30 day run.					When HR & FN OK Form & Report, then application & supporting docs go to detailed QC with 2 paralegls & at least 2 Garfinkel attorneys.					If PERM is audited, then DOL sends Audit Notification to Garfinkel. Audit response deadlines are 30 days from date of Audit Notification.
	When duties & requirements finalized then Garfinkel prepares & files with US Department of Labor (DOL) Prevailing Wage Determination application (PWD). [Est. time for PWD = 10 - 12 weeks]					Garfinkel gives HR Notice of Filing (NOF) to post at worksite & on in-house media for 10 days.					When QC completed, the application is submitted electronically to the DOL.					PERM Audits take additional processing time at DOL (usually 5 to 6 months more).
	Garfinkel sends templates for Foreign National (FN) employee to obtain documentation that verifies he/she meets requirements.					Garfinkel gets 2 Sunday newspaper ad quotes & places ads after receiving HR's OK.					After filing PERM, DOL emails HR to verify. HR has 7 days to answer DOL questions to make PERM "In Process" with DOL.					When PERM is certified, DOL sends certified Form to Garfinkel for next step of "green card" process: I-140 immigrant visa petition.
	Garfinkel asks HR for proof of ability to pay the wage, business necessity info, & supporting docs.					HR chooses 3 more recruitment methods from DOL's list of approved methods.					While the PERM application is pending with DOL the process moves to Step D.					
	After Garfinkel receives verification & business necessity info & supporting docs & HR approves PWD from DOL, then process goes to Step B.					Garfinkel obtains all required recruitment evidence.										
						HR reviews resumes & completes applicant review worksheet. HR conducts interviews, etc. to see if applicants are able, willing, available & qualified U.S. workers.										
						When LMT over, HR sends Garfinkel completed worksheets & resumes, logs, notes, etc.										
						Garfinkel reviews worksheets & resumes to see if applicants rejected only for lawful, job related reasons. Garfinkel advises if more contact necessary.										
						If no able, willing, available, & qualified US workers apply, the process moves to Step C.										



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