

How to Submit Testimony Online in Support of Farmworker Overtime (HB 4002)

Testimony may be submitted for bills that are scheduled for a public hearing. The testimony you submit will be displayed in OLIS. Testimony must be submitted within **24 hours** after the start time of the committee meeting at which the public hearing is held. The Farmworker Overtime Bill (HB 4002) has one public hearing - **Tuesday, February 8th at 5:30 pm.**

1. **Go to the OLIS website** - <https://olis.oregonlegislature.gov/liz/2022R1/Testimony/HBL>
2. **Choose a committee:** Make sure the House Committee on Business and Labor is selected.
3. **Choose the date and time:** The date and time of the public hearing are Tuesday, February 8th at 5:30 pm. Then click the dropdown arrow to select the meeting date that the bill for which you will be submitting testimony is scheduled for a Public Hearing.
A list of all measures scheduled for a Public Hearing in the selected meeting will pop-up.
4. **Click the button next to the bill:** Select HB 4002 to which you would you will submit testimony.
5. **Fill out the form.** First Name, Last Name, Email Address, Organization or City of Residence, on behalf of (optional) and position on the bill (optional).
6. **Add your testimony.** Click to select how you will be submitting your testimony: Text Testimony (type or copy text into text box) or upload a PDF (attach your testimony as a PDF formatted document). Depending on the option selected, the Testimony Submission Form will expand to allow you to enter/attach your testimony/input.
 - a. **Text Testimony:**
 - i. Select your **Document Title***
 - ii. **Type your testimony in the Submit testimony text box** by clicking on the button that reads “Text Testimony” and typing or copying in your testimony. The maximum number of characters entered is 4000.
 - b. **To Upload a PDF:**
 - i. **Select your Document Title**
 - ii. Create your testimony in PDF format and add it to the Testimony Submission Form by clicking on the **Upload a PDF** button and selecting your file to attach to the form. The maximum upload size is 15 Mb.
7. **Click “Submit Testimony.”**