## DEPARTMENT OF ADMINISTRATION OFFICE OF DIVERSITY, EQUITY, AND OPPORTUNITY STATE EQUAL OPPORTUNITY OFFICE

## CONTRACT COMPLIANCE REPORT

For Office Use Only									
	Compliant								
	Non-Compliant								
	Incomplete Data								

**EVALUATION** 

Solicitation / Bid # Contract #			Incomplete Data												
Contract Value:															
SEC	SECTION 1														
1. Contractor's Name, Address, Phone, and Email	2. Name & Title of	Executive Off	icer												
3. Name, Title, and Email of EEO Officer	4. Project Location	& Activity													
5. Contract Production Schedule:  a. Beginning Date: b. Estimated Completion Date: c. Anticipated Peak Employment Dates:	6. Name, Title, & E	mail of Projec	t Superintendent												
7. DATE LAST REPORT SUBMITTED TO THIS AGEN	CY:														
		YES	NO												
<ul><li>8. Has a collective bargaining agreement or other contract of understanding been made with a labor union(s) which represent the employees?</li><li>9. Is the non-discrimination clause included in all union contracts, subcontracts, and other contracts as executed in your State contract? If "YES", submit a copy of these letters / notices.</li></ul>															
10. Have all your unions, contractors, and subcontracts covered by these reporting requirements been advised in writing of your non-discrimination requirements? If "YES", submit a copy of these letters / notices.															
11. Has a written Affirmative Action Program been established that covers all applicable requirements of 41 CFR Chapter 60 including a program for Disabled and Covered Veterans and persons with disabilities? If "YES", submit a copy.															

	YES	NO	
12. Has your company policy been communicated in writing to all officers and employees?			
13. Do you explain all educational or formal training programs to employees or prospective employees which allow these persons to participate on an equal basis?			
14. Have all recruitment sources, including unions, been notified in writing that all qualified applicants will receive consideration for employment without regard to RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, AGE, NATIONAL ORIGIN, VETERAN STATUS OR DISABILITY?			
15. Do you maintain segregated facilities (e.g.: restrooms, lunch rooms, recreational areas, etc) on the basis of RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, AGE, NATIONAL ORIGIN, VETERAN STATUS OR DISABILITY?			
SECTION 2			
HIRING INFORMATION AND	PROCEDURES		
1. Which of the following recruitment sources are used by your comp	pany?		
CHECK SOURCES USED	PERCEN'	TAGE OF APPLIC	<u>ANTS</u>
Word of Mouth	_		_
State Employment Services	_		_
Private Employment	_		_
Schools and Colleges	_		_
Newspaper Advertisements	_		_
Walk-ins	_		_
Referral by Labor Organization	_		_
Referral by Minority Organization	_		_
Other: Internet, Radio, Present employees, etc. (Specify)	_		_

- 2. Do all recruitment publications show "An Equal Opportunity Employer"? If "YES", submit a copy.
- 3. Please attach an explanation of the criteria used for hiring, and a copy of your employment application.
- 4. Please submit your Equal Opportunity Policy Statement or Affirmative Action Plan.

5. Union affiliations and other recruitment and training data to be used in completing this contract. Union Title Union Does the Union Does Union Sponsor or Does Contractor Of Local Have Exclusive Participate in Sponsor or Participate in Identification Referral Rights? Pre-Apprentice, Pre-Employment, Number Apprentice, or Employment, or Post-Employment Post-Apprentice Training Programs? **Training Programs?** Yes Yes No Yes No No 6. Other recruiting services, especially minority, women, disability, and social service organizations. Name of Other Identification Address **SECTION 3** SUBCONTRACTORS - VENDORS - SUPPLIES List subcontractors to be used on this contract. Address Percent Percent Name Minority <u>Female</u>

## **SECTION 4**

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