

ITEM VI

MODEL

SPECIAL BID CONDITIONS

AFFIRMATIVE ACTION REQUIREMENTS

EQUAL EMPLOYMENT OPPORTUNITY

THE FOLLOWING NOTICE SHALL BE INCLUDED IN ALL INVITATIONS AND OTHER SOLICITATIONS FOR BIDS ON (NON-EXEMPT) FEDERAL AND FEDERALLY-ASSISTED CONSTRUCTION CONTRACTS TO BE AWARDED ON THE _____, TO INSURE EQUAL EMPLOYMENT OPPORTUNITY.

NOTICE OF REQUIREMENT

EACH BIDDER, CONTRACTOR OR SUBCONTRACTOR (HEREINAFTER THE CONTRACTOR) MUST FULLY COMPLY WITH THE REQUIREMENTS, TERMS AND CONDITIONS OF THE _____ AFFIRMATIVE ACTION PLAN (HEREINAFTER _____ PLAN) INCLUDING THE GOALS FOR MINORITY MANPOWER UTILIZATION AS TO EACH CONSTRUCTION TRADE IT INTENDS TO USE ON THIS CONSTRUCTION CONTRACT AND ALL OTHER CONSTRUCTION WORK (BOTH FEDERAL AND NONFEDERAL) IN THE _____ AREA DURING THE PERFORMANCE OF THIS CONTRACT OR SUBCONTRACT. THE CONTRACTOR COMMITS ITSELF TO THE GOALS FOR MINORITY MANPOWER UTILIZATION CONTAINED HEREIN AND ALL OTHER REQUIREMENTS, TERMS AND CONDITIONS OF THESE BID CONDITIONS BY SUBMITTING A PROPERLY SIGNED BID.

THE CONTRACTOR WILL APPOINT A COMPANY EXECUTIVE TO ASSUME THE RESPONSIBILITY FOR THE IMPLEMENTATION OF SUCH REQUIREMENTS, TERMS AND CONDITIONS.

PART 1 (GOALS FOR MINORITY UTILIZATION)

A. THE FOLLOWING GOALS FOR MINORITY MANPOWER UTILIZATION SHALL EXPRESS THE CONTRACTOR'S COMMITMENT TO THE PERCENTAGE OF MINORITY WORKHOURS TO BE WORKED IN EACH SPECIFIED CRAFT ON ALL WORK PERFORMED BY THE CONTRACTOR IN THE _____ AREA DURING THE PERFORMANCE OF THIS CONTRACT. "MINORITY" IS DEFINED AS INCLUDING BLACKS, SPANISH-SURNAMED AMERICANS, ORIENTALS, AND AMERICAN INDIANS AND INCLUDES BOTH MINORITY MEN AND WOMEN.

FOR ALL TRADES THE FOLLOWING GOALS AND TIMETABLES SHALL BE APPLICABLE:

| | GOALS FOR MINORITY UTILIZATION |
|---|-----------------------------------|
| UNTIL DECEMBER 31, 19____ | - |
| FROM JANUARY 1, 19____ to DECEMBER 31, 19____ | - |
| FROM JANUARY 1, 19____ to DECEMBER 31, 19____ | - |
| FROM JANUARY 1, 19____ to DECEMBER 31, 19____ | - |
| FROM JANUARY 1, 19____ to DECEMBER 31, 19____ | - |

B. THE GOALS FOR MINORITY MANPOWER UTILIZATION ABOVE ARE EXPRESSED IN TERMS OF WORKHOURS OF TRAINING AND EMPLOYMENT AS A PROPORTION OF THE TOTAL WORKHOURS TO BE WORKED BY THE CONTRACTOR'S AGGREGATE WORKFORCE IN THAT TRADE ON ALL PROJECTS (BOTH FEDERAL AND NON-FEDERAL) IN THE _____ AREA DURING THE PERFORMANCE OF ITS CONTRACT OR SUBCONTRACT (i.e. THE PERIOD BEGINNING WITH THE FIRST DAY OF WORK ON THE FEDERAL OR FEDERALLY-ASSISTED CONSTRUCTION CONTRACT AND ENDING WITH THE LAST DAY OF WORK).

C. THE WORKHOURS OF MINORITY WORK MUST BE SUBSTANTIALLY UNIFORM THROUGHOUT THE LENGTH OF THE CONTRACT IN EACH TRADE, AND MINORITIES SHOULD BE EMPLOYED EVENLY ON EACH OF A CONTRACTOR'S PROJECTS. NEVERTHELESS, FAILURE OF A CONTRACTOR TO EMPLOY MINORITIES EVENLY ON EACH OF ITS PROJECTS SHALL NOT CONSTITUTE NONCOMPLIANCE PROVIDED THE PERCENTAGE OF MINORITY WORKHOURS EMPLOYED BY THE CONTRACTOR IN ITS AGGREGATE WORKFORCE IN THE _____ AREA MEETS OR EXCEEDS ITS COMMITMENT TO THE GOALS FOR MINORITY MANPOWER UTILIZATION IN THE _____ PLAN AND THE CONTRACTOR HAS NOT VIOLATED THE EQUAL OPPORTUNITY CLAUSE OF THE CONTRACT IN THE ASSIGNMENT OF MINORITIES TO ITS PROJECTS. THE TRANSFER OF MINORITY EMPLOYEES FROM EMPLOYER-TO-EMPLOYER OR FROM PROJECT-TO-PROJECT FOR THE PURPOSE OF MEETING THE CONTRACTOR'S GOAL SHALL BE A VIOLATION OF THE _____ PLAN. OTHERWISE, THE CONTRACTOR SHALL BE DEEMED TO BE IN COMPLIANCE WITH THE REQUIREMENTS, TERMS, AND CONDITIONS OF THE _____ PLAN IF THE MINORITY MANPOWER UTILIZATION RATE OF THE CONTRACTOR MEETS OR EXCEEDS ITS COMMITMENT TO THE GOALS FOR MINORITY MANPOWER UTILIZATION IN ITS AGGREGATE WORKFORCE, BOTH FEDERALLY INVOLVED AND NON-FEDERAL, WITHIN THE _____ AREA. HOWEVER, IF THE CONTRACTOR HAS DENIED EQUAL EMPLOYMENT OPPORTUNITY IN VIOLATION OF THE EQUAL OPPORTUNITY CLAUSE OF THIS CONTRACT, IT SHALL NOT BE IN COMPLIANCE WITH THE _____ PLAN.

D. IN THE EVENT THAT WORK IS PERFORMED AFTER THE EXPIRATION DATE OF THE _____ PLAN ON A CONSTRUCTION CONTRACT AWARDED PURSUANT TO THE REQUIREMENTS, TERMS AND CONDITIONS OF THE PLAN THE GOALS FOR MINORITY MANPOWER UTILIZATION FOR 1980 SHALL BE APPLICABLE TO SUCH WORK.

E. THE CONTRACTORS COMMITMENT TO GOALS OF MINORITY MANPOWER UTILIZATION IS INTENDED TO MEET ITS AFFIRMATIVE ACTION OBLIGATIONS UNDER EXECUTIVE ORDER 11246, AS AMENDED, AND IS NOT INTENDED AND SHALL NOT BE USED TO DISCRIMINATE AGAINST ANY QUALIFIED APPLICANT OR EMPLOYEE. WHENEVER, IT COMES TO THE CONTRACTOR'S ATTENTION THAT THE GOALS ARE BEING USED IN A DISCRIMINATORY MANNER, IT SHALL IMMEDIATELY REPORT THAT FACT TO THE OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS, EMPLOYMENT STANDARDS ADMINISTRATION, U.S. DEPARTMENT OF LABOR, AND THE COMPLIANCE AGENCY SO THAT APPROPRIATE PROCEEDINGS MAY BE INSTITUTED.

PART II

SPECIFIC AFFIRMATIVE ACTION STEPS (GOOD FAITH EFFORTS)

THE CONTRACTOR SHALL BE DEEMED TO BE IN COMPLIANCE WITH THE REQUIREMENTS, TERMS, AND CONDITIONS OF THE _____ PLAN IF IT MEETS OR EXCEEDS ITS COMMITMENT TO THE GOALS FOR MINORITY MANPOWER UTILIZATION IN ITS AGGREGATE WORKFORCE IN THE _____ AREA FOR EACH TRADE FOR WHICH IT IS COMMITTED TO A GOAL UNDER THE _____ PLAN. THE CONTRACTOR'S COMMITMENT TO THE GOALS FOR MINORITY MANPOWER UTILIZATION AS REQUIRED BY THE _____ PLAN CONSTITUTES A COMMITMENT THAT IT WILL MAKE EVERY GOOD FAITH EFFORT TO MEET SUCH GOALS. NO CONTRACTOR SHALL BE FOUND TO BE IN NON-COMPLIANCE SOLELY ON ACCOUNT OF THE CONTRACTOR'S FAILURE TO MEET ITS GOALS, BUT SHALL BE GIVEN THE OPPORTUNITY TO DEMONSTRATE THAT THE CONTRACTOR HAS INSTITUTED ALL THE SPECIFIC AFFIRMATIVE ACTION STEPS SPECIFIED IN THE _____ PLAN AND MADE EVERY GOOD FAITH EFFORT TO MAKE THESE STEPS WORK TOWARD THE ATTAINMENT OF ITS GOALS WITHIN THE TIMETABLES, ALL TO THE PURPOSE OF EXPANDING MINORITY MANPOWER UTILIZATION IN ITS AGGREGATE WORKFORCE IN THE _____ AREA. CONTRACTORS WHO FAIL TO ACHIEVE THEIR COMMITMENTS TO THE GOALS FOR MINORITY MANPOWER UTILIZATION MUST HAVE ENGAGED IN

AFFIRMATIVE ACTION DIRECTED AT INCREASING MINORITY MANPOWER UTILIZATION, WHICH IS AT LEAST AS EXTENSIVE AS THE FOLLOWING STEPS:

1. SPECIFIC WRITTEN NOTIFICATION OF MINORITY RECRUITMENT SOURCES AND COMMUNITY ORGANIZATION WHEN THE CONTRACTOR OR ITS UNIONS HAVE EMPLOYMENT OPPORTUNITIES AVAILABLE AND MAINTENANCE OF RECORDS REGARDING THE ORGANIZATIONS' RESPONSE.
2. MAINTENANCE OF A FILE OF THE NAMES AND ADDRESSES OF EACH MINORITY WORKER REFERRED BY THE UNION, MINORITY RECRUITMENT SOURCE(S) AND COMMUNITY ORGANIZATION(S) TO THE CONTRACTOR AND WHAT ACTION HAS BEEN TAKEN WITH RESPECT TO EACH SUCH REFERRED WORKER. IF SUCH WORKER WAS NOT EMPLOYED BY THE CONTRACTOR, THE FILE SHOULD DOCUMENT THIS AND THE REASONS THEREFOR.
3. WRITTEN NOTIFICATION TO BOTH THE CONTRACTING AGENCY AND THE OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS WHEN THE UNION OR UNIONS WITH WHOM THE CONTRACTOR HAS A COLLECTIVE BARGAINING AGREEMENT HAS NOT REFERRED TO THE CONTRACTOR A MINORITY WORKER SENT BY THE CONTRACTOR, OR THE CONTRACTOR HAS OTHER INFORMATION THAT THE UNION REFERRAL PROCESS HAS IMPEDED ITS EFFORTS TO MEET ITS GOALS.
4. PARTICIPATION IN TRAINING PROGRAMS IN THE AREA, INCLUDING APPRENTICESHIP, TRAINEE, AND JOURNEYMEN UPGRADING PROGRAMS, ESPECIALLY THOSE FUNDED BY THE DEPARTMENT OF LABOR.
5. DISSEMINATION OF THE CONTRACTOR'S OR UNION'S EEO POLICY BY INCLUDING IT IN ANY POLICY MANUAL AND COLLECTIVE BARGAINING AGREEMENT(S); BY PUBLICIZING IT IN THE COMPANY OR UNION

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- NEWSPAPER, ANNUAL REPORT, ETC.; BY POSTING OF THE POLICY: AND BY SPECIFIC REVIEW OF THE POLICY WITH MINORITY EMPLOYEES AT LEAST ONCE A YEAR.
6. DISSEMINATION OF THE CONTRACTOR'S EEO POLICY EXTERNALLY BY ADVERTISING IN NEWS MEDIA, SPECIFICALLY INCLUDING MINORITY NEWS MEDIA, IF THE CONTRACTOR HAS A NEED TO ADVERTISE; AND BY NOTIFYING AND DISCUSSING IT WITH OTHER CONTRACTORS, AND SUBCONTRACTORS WITH WHOM THE CONTRACTOR DOES OR ANTICIPATES DOING BUSINESS.
 7. ENCOURAGE PRESENT MINORITY EMPLOYEES TO RECRUIT THEIR FRIENDS AND RELATIVES.
 8. VALIDATION OF ALL TESTS AND OTHER SELECTION REQUIREMENTS AS REQUIRED BY THE TESTING AND SELECTION ORDER (41 CFR PART 60-3).
 9. MAKING EVERY EFFORT TO PROVIDE AFTER SCHOOL, SUMMER AND VACATION EMPLOYMENT TO MINORITY YOUTH - BOTH ON THE JOB SITE AND IN OTHER AREAS OF A CONTRACTOR'S WORKFORCE.
 10. CONDUCT INVENTORY AND EVALUATION OF ALL MINORITY PERSONNEL FOR PROMOTIONAL OPPORTUNITIES ON A QUARTERLY BASIS AND ENCOURAGE MINORITY EMPLOYEES TO SEEK SUCH OPPORTUNITIES.
 11. ENSURING THAT SENIORITY PRACTICES, JOB CLASSIFICATIONS, ETC., DO NOT HAVE A DISCRIMINATORY EFFECT.
 12. ENSURING THAT ALL FACILITIES AND COMPANY ACTIVITIES ARE NONSEGREGATED.
 13. CONTINUAL MONITORING OF ALL PERSONNEL ACTIVITIES TO ENSURE THAT ITS EEO POLICY IS BEING CARRIED OUT.

14. DOCUMENTATION OF SOLICITATION OF BIDS FOR SUBCONTRACTORS FROM AVAILABLE MINORITY SUBCONTRACTORS ENGAGED IN THE TRADES COVERED BY THE _____ PLAN, INCLUDING CIRCULATION TO MINORITY CONTRACTOR ASSOCIATIONS.

THE OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS ASSISTANT REGIONAL ADMINISTRATOR AND THE CONTRACTING AGENCY COMPLIANCE STAFF WILL PROVIDE TECHNICAL ASSISTANCE, UPON REQUEST, PERTAINING TO MINORITY RECRUITMENT SOURCES, COMMUNITY ORGANIZATIONS AND MINORITY NEWS MEDIA.

PART III

ADMINISTRATIVE PROCEDURES FOR ENFORCEMENT

A. THE AGENCY SHALL REVIEW THE CONTRACTOR'S EMPLOYMENT PRACTICES DURING THE PERFORMANCE OF THE CONTRACT. IF THE CONTRACTOR MEETS ITS GOAL(S) OR CAN DEMONSTRATE THAT IT HAS MADE IN GOOD FAITH EVERY EFFORT TO MEET THE GOAL(S) AND IS NOT OTHERWISE VIOLATING THE EQUAL OPPORTUNITY CLAUSE OF THIS CONTRACT OR ANY OTHER FEDERAL EQUAL EMPLOYMENT OPPORTUNITY LAWS OR REGULATIONS, THE CONTRACTOR SHALL BE PRESUMED TO BE IN COMPLIANCE WITH EXECUTIVE ORDER 11246, AS AMENDED, AND THE _____ PLAN. IN THAT EVENT, NO FORMAL SANCTIONS OR PROCEEDINGS LEADING TOWARD SANCTIONS SHALL BE INSTITUTED UNLESS THE AGENCY OTHERWISE DETERMINES THAT THE CONTRACTOR IS NOT PROVIDING EQUAL EMPLOYMENT OPPORTUNITIES.

B. WHERE THE AGENCY FINDS THAT THE CONTRACTOR HAS FAILED TO COMPLY WITH REQUIREMENTS OF EXECUTIVE ORDER 11246, THE IMPLEMENTING REGULATIONS AND THE _____ PLAN, THE AGENCY SHALL TAKE SUCH ACTION AND IMPOSE

SUCH SANCTIONS, WHICH INCLUDE SUSPENSION, TERMINATION, CANCELLATION, AND DEBARMENT, AS MAY BE APPROPRIATE UNDER THE EXECUTIVE ORDER AND ITS REGULATIONS.

C. WHEN THE AGENCY PROCEEDS WITH SUCH FORMAL ACTION, IT HAS THE BURDEN OF PROVIDING THAT THE CONTRACTOR HAS NOT MET THE REQUIREMENTS OF THE _____ PLAN. THE CONTRACTOR'S FAILURE TO MEET ITS GOAL(S) SHALL, HOWEVER, SHIFT TO THE REQUIREMENT TO COME FORWARD WITH EVIDENCE TO SHOW THAT IT HAS MADE EVERY "GOOD FAITH" EFFORT TO MEET SUCH GOALS.

D. THE PENDENCY OF SUCH FORMAL PROCEEDINGS SHALL BE TAKEN INTO CONSIDERATION BY FEDERAL AGENCIES BY DETERMINING WHETHER SUCH CONTRACTOR CAN COMPLY WITH THE REQUIREMENTS OF EXECUTIVE ORDER 11246, AS AMENDED, AND IS THEREFORE, A "RESPONSIBLE PROSPECTIVE CONTRACTOR" WITHIN THE MEANING OF THE FEDERAL PROCUREMENT ACT.

E. IT SHALL BE NO EXCUSE THAT THE UNION WITH WHICH THE CONTRACTOR HAS A COLLECTIVE BARGAINING AGREEMENT PROVIDES FOR THE EXCLUSIVE REFERRAL OF MINORITY EMPLOYEES. DISCRIMINATION IN REFERRAL FOR EMPLOYMENT, EVEN IF PURSUANT TO PROVISIONS OF A COLLECTIVE BARGAINING AGREEMENT, IS PROHIBITED BY THE NATIONAL LABOR RELATIONS ACT, AS AMENDED, AND TITLE VII OF THE CIVIL RIGHTS ACT FOR 1964. IT IS THE POLICY OF THE OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS THAT CONTRACTORS HAVE A RESPONSIBILITY TO PROVIDE EQUAL EMPLOYMENT OPPORTUNITY IF THEY WISH TO PARTICIPATE IN FEDERALLY-INVOLVED CONTRACTS. TO THE EXTENT THEY HAVE DELEGATED THE RESPONSIBILITY FOR SOME OF THEIR EMPLOYMENT PRACTICES TO A LABOR ORGANIZATION AND, AS A RESULT, ARE PREVENTED FROM MEETING THEIR OBLIGATIONS PURSUANT TO EXECUTIVE ORDER 11246, AS AMENDED, SUCH CONTRACTORS

CANNOT BE CONSIDERED TO BE IN COMPLIANCE WITH EXECUTIVE ORDER 11246, AS AMENDED, AND ITS IMPLEMENTING RULES AND REGULATIONS.

CONTRACTOR OBLIGATIONS

A. ALL CONTRACTORS SHALL INCLUDE THE _____ PLAN IN ALL BID INVITATIONS OR OTHER PRE-BID COMMUNICATIONS, WRITTEN OR OTHERWISE, WITH THEIR PROSPECTIVE SUBCONTRACTORS. WHENEVER A CONTRACTOR SUBCONTRACTS A PORTION OF THE WORK IN ANY TRADE COVERED BY THE _____ PLAN IT SHALL INCLUDE THE PLAN IN SUCH SUBCONTRACTS AND EACH SUBCONTRACTOR SHALL BE BOUND BY THE _____ PLAN TO THE FULL EXTENT AS IF IT WERE THE PRIME CONTRACTOR. THE CONTRACTOR SHALL NOT BE ACCOUNTABLE FOR THE FAILURE OF ITS SUBCONTRACTOR TO FULFILL ITS AFFIRMATIVE ACTION COMMITMENTS. HOWEVER, THE PRIME CONTRACTOR SHALL GIVE NOTICE TO THE OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS OF THE DEPARTMENT OF LABOR AND THE CONTRACTING AGENCY OF ANY REFUSAL OR FAILURE OF ANY SUBCONTRACTOR TO FULFILL ITS OBLIGATIONS UNDER THE _____ PLAN. NONCOMPLIANCE WITH THESE REQUIREMENTS BY A SUBCONTRACTOR WILL BE TREATED IN THE SAME MANNER AS SUCH FAILURE BY THE PRIME CONTRACTOR.

B. CONTRACTORS HEREBY AGREE TO REFRAIN FROM ENTERING INTO ANY CONTRACT OR CONTRACT MODIFICATION SUBJECT TO EXECUTIVE ORDER 11246, AS AMENDED, WITH A CONTRACTOR DEBARRED FROM, OR WHO IS DETERMINED NOT TO BE A "RESPONSIBLE" BIDDER FOR GOVERNMENT CONTRACTS AND FEDERALLY-ASSISTED CONSTRUCTION CONTRACTS PURSUANT TO THE EXECUTIVE ORDER.

C. THE CONTRACTOR SHALL CARRY OUT SUCH SANCTIONS AND PENALTIES FOR VIOLATION OF THESE BID CONDITIONS AND THE EQUAL OPPORTUNITY CLAUSE INCLUDING

SUSPENSION. TERMINATION AND CANCELLATION OF EXISTING SUBCONTRACTS AND DEBARMENT FROM FUTURE CONTRACTS AS MAY BE IMPOSED OR ORDERED PURSUANT TO EXECUTIVE ORDER 11246, AS AMENDED, AND ITS IMPLEMENTING REGULATIONS BY THE CONTRACTING OR ADMINISTERING AGENCY AND THE OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS. ANY CONTRACTOR WHO FAILS TO CARRY OUT SUCH SANCTIONS AND PENALTIES SHALL ALSO BE DEEMED TO BE IN NONCOMPLIANCE WITH THESE BID CONDITIONS AND EXECUTIVE ORDER 11246, AS AMENDED.

D. NOTHING HEREIN IS INTENDED TO RELIEVE ANY CONTRACTOR DURING THE TERM OF ITS CONTRACT FROM COMPLIANCE WITH EXECUTIVE ORDER 11246, AS AMENDED, AND THE EQUAL OPPORTUNITY CLAUSE OF ITS CONTRACT WITH RESPECT TO MATTERS NOT COVERED IN THE _____ PLAN.

E. CONTRACTORS MUST KEEP SUCH RECORDS AND FILE SUCH REPORTS RELATING TO PROVISIONS OF THE _____ PLAN AS SHALL BE REQUIRED BY THE CONTRACTING OR ADMINISTERING AGENCY OR THE OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS.
OBLIGATIONS OF THE FEDERAL GOVERNMENT

A. NOTHING IN THE _____ PLAN SHALL BE INTERPRETED TO DIMINISH OR RELIEVE THE RESPONSIBILITIES OF THE CONTRACTING AND ADMINISTERING AGENCIES PURSUANT TO EXECUTIVE ORDER 11246, AS AMENDED, WITH RESPECT TO MATTERS NOT COVERED IN THESE BID CONDITIONS.

B. THE PROCEDURES SET FORTH IN THE _____ PLAN SHALL NOT APPLY TO ANY CONTRACT WHEN THE HEAD OF THE AGENCY DETERMINES THAT SUCH CONTRACT IS ESSENTIAL TO THE NATIONAL SECURITY AND THAT ITS AWARD WITHOUT FOLLOWING SUCH PROCEDURE IS NECESSARY TO THE NATIONAL SECURITY. UPON MAKING SUCH A DETERMINATION, THE AGENCY HEAD WILL NOTIFY, IN WRITING, THE DIRECTOR OF THE OFFICE

OF FEDERAL CONTRACT COMPLIANCE PROGRAMS WITHIN 30 DAYS.

C. NOTHING IN THE _____ PLAN SHALL BE INTERPRETED TO DIMINISH THE PRESENT CONTRACT COMPLIANCE REVIEW AND COMPLIANT PROGRAMS.

D. REQUESTS FOR EXEMPTIONS FROM THE _____ PLAN MUST BE MADE IN WRITING, WITH JUSTIFICATION, TO THE DIRECTOR, OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS, U.S. DEPARTMENT OF LABOR, WASHINGTON, D.C., 20210, AND SHALL BE FORWARDED THROUGH AND WITH THE ENDORSEMENT OF THE HEAD OF THE CONTRACTING OR ADMINISTERING AGENCY.

SIGNED THIS _____ DAY OF _____.

DIRECTOR, OFFICE OF FEDERAL
Contract Compliance Programs

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