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M E M O R A N D U M

TO: Member Districts

FROM: William Mayo, Executive Director

DATE: January 20, 2017

RE: Affirmative Action

Please be advised that NJSIG is a local unit of government under *Title 18A* in the New Jersey code. Contracts between public entities are excluded from the requirements of N.J.A.C. 17:27-2.1. However, in accordance with N.J.S.A. 10:5-31 et seq., and in further compliance with both state and federal law the Group will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the Group will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Group agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause;

The Group, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Group, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex;

The Group where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the Group's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.