

Compliance Report

Full and Fair Consideration of Ex-Offenders for Awarded Contractor

Submitted with Progress Payments

This form must be notarized

Date:

Project Name and Bid Number:

Invoice Number:

Payment Application Number:

Name of Contractor:

Authorized Signature and Title:

Printed Name:

Please review the following and respond accordingly, if applicable.

By Submission of this report, it is attested that the efforts below have been utilized in providing full and fair consideration to ex-offenders in the hiring practices of the above-named contractor in support of and in compliance with Section 4 of the project specifications/contract.	
1. Total number of Ex-Offenders hired and working on this project, during this pay period:	
a. If no Ex-Offenders were hired for this project, during this pay period, why?	
b. Is there a list or attachment of all ID numbers for the Ex-Offender hired for this project during this pay period?	Yes / No (circle one)
2. Total number of Ex-Offenders that were interviewed for employment for this project, during this pay period:	
a. Total number of Ex-Offenders that applied for employment for this project, during this pay period:	
3. Total number of Ex-Offenders that applied for employment for this project, during this pay period, and were refused employment:	
a. If the Ex-Offender was refused employment, why?	
4. Employment policy exists for this project, and during this pay period, stating that ex-offenders will be given full and fair consideration in employment this pay period?	Yes / No (circle one)
5. During this pay period, there is indication in recruitment literature that Ex-Offenders will be given full and fair consideration in employment by the contractor?	
6. Total number of employment openings for this project, during this pay period:	
7. An Ex-Offender Program Provider was contacted no later than 30 days after the issuance of a notice to proceed under the project to obtain information regarding available Ex-Offenders for employment. <i>List the providers name and give a statement below. (this is mandatory)</i>	Yes / No (circle one)

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If necessary, on a separate attachment, provide an explanation as to why no ex-offenders have been hired, including but not limited to, identifying any safety or security considerations, issues related to bonding or insurance, as applicable, whether any ex-offenders applied for employment, efforts made to recruit ex-offenders for employment and any specific impediments encountered that prevented ex-offenders from being hired.

Sworn to before me this _____ day of _____, 20__ by _____
(Name of affiant)

He/She is personally known to me or has produced _____ as
identification.

Signature of Notary

Notary's Printed Name

Expiration of Notary's Commission

Affix Seal Here: