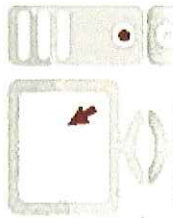




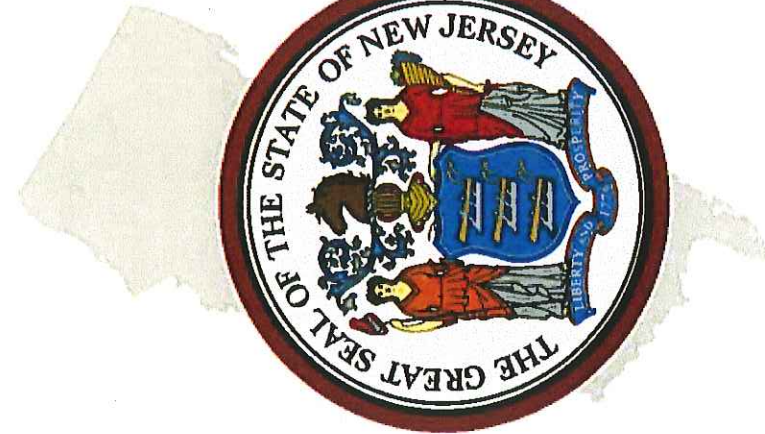
# CONTRACT COMPLIANCE

The **Division of Purchase & Property** monitors public agency contracting procedures to ensure that

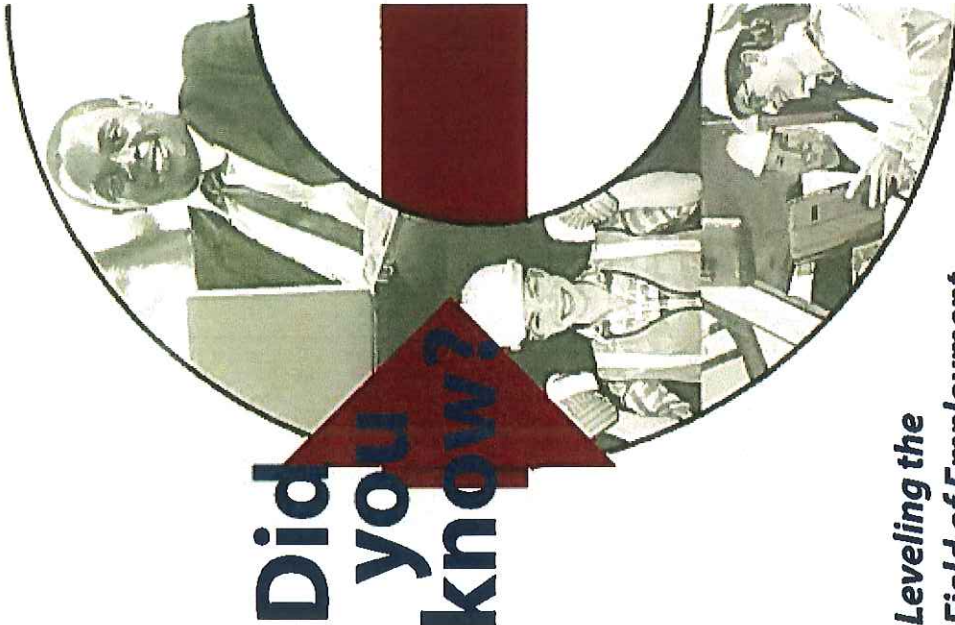
**EVERY PUBLIC CONTRACT AWARDED COMPLIES WITH EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION LAWS.**



[NJ.GOV/TREASURY/CONTRACT\\_COMPLIANCE](http://NJ.GOV/TREASURY/CONTRACT_COMPLIANCE)



# CONTRACT COMPLIANCE



## Did you know?

**Leveling the Field of Employment in Public Contracts for WOMEN & MINORITIES**

**Division of Purchase & Property  
Contract Compliance and Audit Unit  
EEO Monitoring Program  
P.O. Box 206  
Trenton, NJ 08625-0206**

## Did you know

that the State of New Jersey prohibits discrimination in employment and requires affirmative action in the performance of public contracts?

In order to do business with the State of New Jersey a vendor must comply with EEO/AA regulations. See **N.J.A.C. 17:27-1 et seq.**

If awarded a public contract, vendors are required to submit affirmative action evidence prior to execution of the contract.

## HISTORY

**IN 1975,**  
a law was enacted that requires all prospective contractors to comply with equal employment and affirmative action requirements. See **N.J.S.A. 10:5 -31 et seq.**

## Types of Evidence

For *Public Contract Compliance*, a vendor must submit one of the following types of evidence:

### Letter of Federal Approval

Indicates the vendor is under an existing Federally approved or sanctioned affirmative action program.

### Certificate of Employee Information Report

Represents the review and approval of the vendor's Employee Information Report, Form AA302, by the Division.

### Employee Information Report (AA302)

Certifies compliance with affirmative action requirements based on information provided by a vendor (goods and services, professional services contractor) on a submitted Employee Information Report form.

For a *Construction Contract*, contact the **Department of Labor and Workforce Development** at **(609) 292-9550**.

## How do you know that public agencies and vendors are in compliance?

### PUBLIC AGENCY AUDITS

are conducted to ensure that its contract awarding procedures are in compliance with EEO/AA laws.

### VENDOR SITE VISITS

are performed to verify good faith efforts to promote equal employment opportunities for women and minorities.



### Online:

[NJ.GOV/TREASURY/CONTRACT\\_COMPLIANCE](http://NJ.GOV/TREASURY/CONTRACT_COMPLIANCE)



### Email:

[ccaau.mailbox@treas.nj.gov](mailto:ccaau.mailbox@treas.nj.gov)



### By phone:

Call 609-292-5473



### By fax:

Dial 609-292-1102