**ITP Form D**

**EQUAL EMPLOYMENT AND OPPORTUNITY CERTIFICATION[[1]](#footnote-1)**

**INSTRUCTIONS:**

* + 1. **Submit one copy of ITP Form D completed by the Proposer and each known subcontractor.** For the avoidance of doubt, only one copy of each form is required despite a Proposer submitting Proposals for multiple NEVI Zones. Proposer should delete any bracketed and italicized text and replace with the information requested therein.
    2. Proposers are advised that they must not, in connection with the RFP, discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, marital status, or disability. Proposers must take affirmative action to ensure that applicants for employment and employees are not discriminated against because of their race, color, religion, sex, national origin, age, marital status, or disability. The areas requiring such affirmative action include, but are not limited to, the following: (i) layoff or termination; (ii) rates of pay or other forms of compensation; (iii) employment; (iv) job assignment; (v) promotion; (vi) demotion; (vii) transfer; (viii) recruitment and recruitment advertising; and (ix) selection for training, including apprenticeship, pre-apprenticeship, and on-the-job training.

The undersigned certifies on behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ that:

***Name of entity making certification***

***check one of the following boxes:***

It has developed and has on file at each establishment affirmative action programs pursuant to 41 C.F.R. Part 60-2 (Affirmative Action Programs).

It is not subject to the requirements to develop an affirmative action program under 41 C.F.R. Part 60-2 (Affirmative Action Programs).

***check one of the following boxes:***

It has not participated in a previous contract or subcontract subject to the equal opportunity clause described in Executive Orders 10925, 11114 or 11246.

It has participated in a previous contract or subcontract subject to the equal opportunity clause described in Executive Orders 10925, 11114 or 11246 and, where required, it has filed with the Joint Reporting Committee, the Deputy Assistant Secretary, the Director of the Office of Federal Contract Compliance, a Federal Government contracting or administering agency, or the former President’s Committee on Equal Employment Opportunity, all reports due under the applicable filing requirements.

Signature:

Title:

Date:

If not Proposer, relationship to Proposer:

***Note:*** The above certification is required by the Equal Employment Opportunity Regulations of the Secretary of Labor (41 CFR 60-1.7(b)(1)), and must be submitted by Proposers only in connection with contracts that are subject to the equal opportunity clause. Contracts that are exempt from the equal opportunity clause are set forth in 41 CFR 60-1.5. (Generally, only contracts of $10,000 or under are exempt.)

Currently, Standard Form 100 (EEO-1) is the only report required by Executive Orders or their implementing regulations.

Proposers who have participated in a previous contract subject to the Executive Orders and have not filed the required reports shall note that 41 CFR 60-1.7(b)(1) prevents the award of contracts and subcontracts unless such contractor submits a report covering the delinquent period or such other period specified by the Federal Highway Administration or by the Director, Office of Federal Contract Compliance, U.S. Department of Labor.

1. **Note to Proposers:** This certification may be amended to reflect changes in applicable federal laws and regulations. [↑](#footnote-ref-1)