

EXECUTIVE ORDERS

of women and members of minority groups applying or referred for employment. The records shall indicate what disposition was made of the application. If such an applicant was not sent to a union hiring hall for referral or if such an applicant was not employed by the contractor, the records shall indicate the reasons therefor.

(3) Notifications by the contractor to the Department of General Services if any union or unions with whom the contractor has a collective bargaining agreement has not referred to the contractor a woman or member of a minority group sent by the contractor, or if the contractor has other information that the union referral processes is impeding efforts for the utilization of women and members of minority groups.

(4) Participation in training programs, including those funded by the United States Government.

(5) Procedures for disseminating notice of the contractor's Equal Employment Opportunity Policy by publicizing it through company newspapers and annual reports, conducting staff, employee and union representatives' meetings, posting, and by specific review with employees who are women or members of minority groups.

(6) Procedures for disseminating notice of the contractor's Equal Employment Opportunity Policy externally through review with all recruitment sources, advertising in news media, and discussion with subcontractors and suppliers.

(7) Recruitment efforts directed at minority organizations, schools with minority students, and Minority Recruitment and Training Organizations.

(8) Validation of all specifications, selection requirements, and tests relating to employment.

(9) Procedures for promoting after-school, summer, and vacation employment to minority youth.

(10) Programs for the development of on-the-job training opportunities and participation and assistance in any association or employer group training programs.

(11) Programs for evaluating women and minority personnel for promotion opportunities and encouragement of such employees to seek those opportunities.

(12) Review of seniority practices and job classifications to insure that they do not have an improper discriminatory effect.