

Form RD 400-3
(Rev. 2-98)

UNITED STATES DEPARTMENT OF AGRICULTURE

NOTICE TO CONTRACTORS AND APPLICANTS

Attached is a nondiscrimination poster. In accordance with the terms of your construction contract with _____;

(Name of Borrower or Recipient of Grant)

the poster is to be displayed in all employment offices, on bulletin boards, and in other conspicuous places available to employees and applicants for employment. The poster must be displayed in the same manner by your subcontractors who are subject to the equal opportunity provisions of your contract, and you are required to furnish them with such posters. Additional copies of the posters may be obtained from this office.

Any reference to Federal Government contract or contractors in the standard forms or posters is to be interpreted to include any contract for construction work financed in whole or in part with a United States Department of Agriculture (USDA) loan or grant.

“Subcontractors” as used herein means any subcontractor holding a subcontract which calls for supplies or services required for the performance of the prime contract except subcontracts which either (1) do not exceed \$10,000 (\$100,000 if for standard commercial supplies or raw materials) or (2) are below the second tier and do not call for construction work at the site of construction, including any temporary location or facility established by the subcontractor specifically to meet the demands of his subcontract.

A USDA official may conduct compliance reviews of contracts covered by Executive order 11246, as amended. You will be notified if such a review is scheduled.

_____ *Date* _____ *USDA official*

_____ *Name of Contractor*

_____ *Address of Contractor*

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To be used to transmit applicable posters and forms to USDA customers.

(1) Insert name & address of Contractor.

- PROCEDURE FOR PREPARATION : RD Instructions 1901-E and 1980-A.
- PREPARED BY : Appropriate USDA official.
- NUMBER OF COPIES : Original and two (Contractor Method).
- SIGNATURES REQUIRED : Original signed by appropriate officials; copies conformed.
- DISTRIBUTION OF COPIES : Contractor method - Original to Contractor; copy to borrower; copy retained in Field Office.