



TRANSMITTAL

**U.S. DEPARTMENT OF LABOR
Employment Standards Administration
Office of Federal Contract
Compliance Programs
Washington, D.C. 20210**

Number: 217

Date: December 19, 1996

ADM Notice/Other

1. **SUBJECT:** Agreement for Cooperation between the U.S. Department of Labor (DOL) and the National Council of Negro Women (NCNW).
2. **PURPOSE:** To implement the provisions of the Agreement for Cooperation pertaining to the Office of Federal Contract Compliance Programs (OFCCP); and to provide direction to the regional and national offices of the OFCCP in order to ensure effective implementation of the Agreement.
3. **OBSOLETE DATA:** None
4. **FILING INSTRUCTIONS:**

Holders of ADM and LEG BINDERS only: File at the end of the "Other" Tab in your Administrative Practices Binder.

District and Area Offices EOSs and EOAs only: file behind the tab for ADM Directives in your FCCM Binder.
5. **DISTRIBUTION:** A, B, C electronically
6. **EXPIRATION DATE:** None.
7. **ATTACHMENT:** ADM Notice Other / Agreement for Cooperation (Agreement) between the U.S. Department of Labor (DOL) and the National Council of Negro Women (NCNW) (copy of Agreement is attached).

December 19, 1996
Date

(sgd) Shirley J. Wilcher
SHIRLEY J. WILCHER
Deputy Assistant Secretary for
Federal Contract Compliance

December 19, 1996
DATE

**U.S. DEPARTMENT OF LABOR
EMPLOYMENT STANDARDS ADMINISTRATION
OFFICE OF FEDERAL CONTRACT COMPLIANCE PROGRAMS
WASHINGTON, D.C. 20210**

OFCCP Order No. ADM Notice/Other

1. **SUBJECT:** Agreement for Cooperation between the U.S. Department of Labor (DOL) and the National Council of Negro Women (NCNW).

2. **PURPOSE:** To implement the provisions of the Agreement for Cooperation pertaining to the Office of Federal Contract Compliance Programs (OFCCP); and to provide direction to the regional and national offices of the OFCCP in order to ensure effective implementation of the Agreement.

3. **BACKGROUND:** On October 11, 1996, DOL entered a public/private partnership with NCNW as part of DOL's continuing effort to deliver vital labor information and resources to the American taxpayers more effectively and efficiently. The following DOL agencies are signatories to the agreement: Women's Bureau, Employment and Training Administration, Employment Standards Administration, Pension and Welfare Benefits Administration; Office of Small Business Programs, Veterans' Employment and Training Service. Under the terms the partnership, the OFCCP has agreed to: a) provide NCNW relevant information on changes to regulations and procedures on non-discrimination and affirmative action by Federal contractors; b) participate in NCNW chapter meetings or seminars; c) notify Federal contractors, as appropriate, that NCNW is a source of recruitment for women and of information and education for women in all service industries, d) promote liaison between OFCCP field offices and local NCNW chapters; promote awareness, as appropriate, of NCNW Education Foundation programs.

4. **OBSOLETE DATA:** None

5. **FILING INSTRUCTIONS:**

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District and Area Offices EOSs and EOAs only: File behind the tab for ADM Directives in your FCCM Binder.

6. **DISTRIBUTION:** A, B, C electronically

7. **EXPIRATION DATE:** None.

8. **INSTRUCTIONS:** The National Office (NO) will designate an NO staff person to serve as liaison for NCNW matters. Each regional office (RO) will designate a staff person to serve as liaison for NCNW matters. The NO liaison will be responsible for collecting pertinent information from NCNW's national headquarters on a quarterly basis and sharing that information with the Deputy Assistant Secretary (DAS) and disseminating that information within the agency including to the regional liaisons. The NO liaison will also be responsible for providing NCNW's national office with information about OFCCP policies, events, and regulations, as appropriate. The RO liaisons will be responsible for contacting the local NCNW chapters and affiliates in their-respective regions to collect information about NCNW activities and initiatives and to disseminate information about OFCCP local and national policies, events, and regulations, as appropriate.

9. **ATTACHMENT:** ADM Notice Other / Agreement for Cooperation (Agreement) between the U.S. Department of Labor (DOL) and the National Council of Negro Women (NCNW) (copy of Agreement is attached).



December 19, 1996

(sgd) Shirley J. Wilcher

SHIRLEY J. WILCHER
Deputy Assistant Secretary for
Federal Contract Compliance

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AGREEMENT FOR COORPERATION
BETWEEN
THE U.S. DEPARTMENT OF LABOR
AND
THE NATIONAL COUNCIL OF NEGRO WOMEN

This Agreement between the U.S. Department of Labor (DOL) and the National Council of Negro Women (NCNW) is intended to advance the interests of African American women, and to foster the growth of women in all aspects of the workforce.

The focus of this Agreement is to encourage ongoing communication between NCNW and the following DOL agencies:

Women's Bureau, Employment and Training Administration, Employment Standards Administration, Pension and Welfare, Benefits Administration, Office of Small Business Programs, and Veterans' Employment and Training Service.

Accordingly, the parties agreed to work jointly and assist each other to:

U.S. DEPARTMENT OF LABOR

Women's Bureau (Office of the Director)

Cooperate in outreach activities aimed at women's employment, training, and business opportunities.

Promote ongoing communication by including NCNW chapters in WB national and regional office mailing lists to inform NCNW of Bureau activities, e.g., WB publications, workshops and conferences, and legislative developments.

Coordinate meetings between NCNW and the DOL agencies, on an as needed basis.

Monitor implementation of this Agreement by assessing the status of commitments made.

Employment and Training Administration (Youth and Adult Worker Assistance and Training. Labor Exchange Services. Welfare to Work Initiatives)

Promote positive communication and cooperation between NCNW and all ETA Program Offices.

Ensure that all ETA Regional Offices are aware of this Agreement.

Create and sustain awareness of the Labor Department/NCNW Agreement principles among state governments, substate units, grant recipients, and contractors who carry out ETA basic programs.

Include NCNW, nationally and at the chapter level, in all pertinent ETA outreach efforts, especially with School-toWork Initiatives, Dislocated Worker Training programs, and as a stakeholder in Welfare-to-Work consultation.

Employment Standards Administration (Office of Federal Contract Compliance Programs and Wage and Hour Division)

Provide NCNW relevant information on changes to regulations and procedures on nondiscrimination and affirmative action by Federal contractors, as appropriate.

Participate in NCNW chapter meetings or seminars, when possible and appropriate.

Notify Federal contractors, as appropriate, that NCNW is a source of recruitment-for women and of information and education for women in all service industries.

Promote liaison between OFCCP's field offices and local NCNW chapters.

Promote awareness, as appropriate, of NCNW Education Foundation programs.

Establish liaison with the NCNW to provide information on the provisions of the Family and Medical Leave Act of 1993, and the efforts of the Wage and Hour Division to enforce the Act, and guidance on how best to convey information to its constituency.

Provide information on Wage and Hour laws and regulations and include NCNW in Wage and Hour outreach efforts.

Pension and Welfare Benefits Administration

Disseminate information on women and pensions through public education for retirement security.

Promote liaison between PWBA field offices and NCNW chapters.

Cooperate in providing publicly available statistical data on pension and health plan participation within the African-American community.

Office of Small Business Programs

Conduct outreach through NCNW by communicating information on the Department's procurement needs and opportunities.

Provide information to NCNW on the Department's compliance guides and assistance resources.

Collaborate with NCNW, as appropriate, on its training and related programs for small businesses (relative to the Department's procurement and compliance assistance activities).

Receive and communicate information from NCNW to the Department's agencies on matters within OSBP's purview.

Veterans' Employment and Training Service

Apprise NCNW of skill training and placement programs available to veterans and those programs targeted to women and minorities.

Inform newly discharged service members of their rights to preference in Federal job openings, priority of service in the employment service system, and reemployment rights enjoyed by members of the National Guard and Reserve.

Provide publicly available statistical data on how women and minority veterans are participating in the workforce.

NATIONAL COUNCIL OF NEGRO WOMEN

The National Council of Negro Women (NCNW) agrees to this public private partnership with the Department of Labor (DOL) to enhance the quality of life for African American women, particularly related to their employment status. Through the National Centers for African American women, particularly related to their employment status. Through the National Center for African American Women, NCNW agrees to:

Promote cooperation between the NCNW affiliated organizations and community-based sections with regional offices of the Department of Labor.

Promote this agreement within the NCNW network of organizations and members.

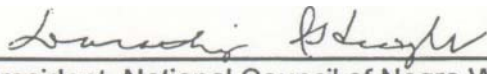
Develop a mechanism to share information that will increase awareness of issues related to African American women in the workforce.

Assist in the recruitment of women for training, employment and related DOL programs.

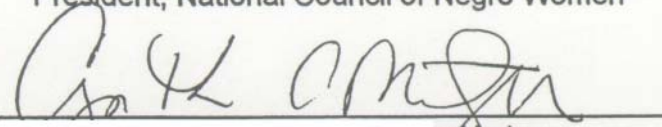
Participate in appropriate outreach and educational programs developed by DOL

The following parties are committed to carrying out this Agreement and to building and maintaining this new partnership.

Director, Women's Bureau

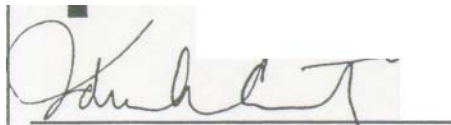


President, National Council of Negro Women



of Labor

Acting Deputy Secretary of Labor



Director, Women's Bureau

Director, Women's Bureau

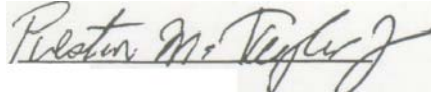


Director, Office of Small Business
Programs

(signed) Timothy M. Baruch
Assistant Secretary Employment and Training Administration

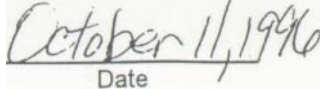


Assistant Secretary,
Employment Standards Administration



Assistant Secretary, Veterans' Employment and Training Service

(signed) Olena Berg
Assistant Secretary,
Pensions and Welfare Benefits Administration



Date

Nothing in this Agreement constitutes an official endorsement by the U.S. Department of Labor (DOL) for the National Council of Negro Women (NCNW), its products or its services, and NCNW agrees not to use this Agreement for such purposes. This Agreement may not be construed to require any component of the Department of Labor to utilize appropriated funds to effectuate any of its provisions.