



TOPIC: Affirmative Action, Contracts and Purchase Orders Clause Revision

What's Happening?

As a federal contractor, Emory must comply with a recent White House Executive Order impacting contract management by revising Affirmative Action language used in contracts, subcontracts, and purchase orders. Emory must also notify all suppliers of this revision.

Action:

#1 Starting today, the following language must be included in the terms and conditions section of contracts, subcontracts, and purchase orders. The language should replace the current affirmative action language and be in bold font as indicated below:

Emory University is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements 41 CFR 60- 300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment and otherwise treat qualified individuals without discrimination based on their status as protected veteran or individual with a disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Important Note: Schools or units engaging in contracts outside the procurement process are responsible for ensuring that this language is incorporated.

#2 As a federal contractor, Emory University is required to inform all suppliers conducting business with us that they may be classified as federal subcontractors and, as such, must adhere to the same compliance requirements. The Procurement Office will notify all current suppliers registered in our payment system.

Important Note: Schools or units engaging with suppliers outside the procurement process are responsible for notifying suppliers using the [Affirmative Action Vendor Letter](#) on the procurement website.

Questions?

Please send any questions regarding this information to
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