

Contractor

Section 3 Report

Oakland County

Neighborhood & Housing Development Division

NEW HIRES (includes workers who have worked with the contractor in the recent past but did not continue to work for the contractor since the last job.)

This form is distributed to the General Contractor at the contract signing. The general contractor is also required to provide this form to any subcontractors they hire for this project.

Contractor Name:	
Oakland County CDBG File #:	
Municipality:	
Project Name:	
Contract Amount:	\$
Total Hours on Job:	

Review the information below and check all that apply for this project:

- We **currently have** employees who meet Section 3 criteria.
- We **have hired** employees who meet Section 3 criteria.
- We **have hired** employees that live within the Metropolitan Statistical Area (MSA) Target Area
- We **have not hired** any new employees.

We have taken one or more of the following recruitment steps to find MSA Target Area Vicinity residents and residents that meet Section 3 criteria.

- We **have advertised** to fill vacancies at the site, where work is taking place, in connection with this project via the following.
 - Place signs or posters in prominent places within the target area vicinity.
 - Taken photographs of the above item to document that the above step was carried out
 - Distribute employment flyers in locations accessible to MSA vicinity residents.
 - Post employment flyers in various locations within the MSA vicinity areas.
 - Kept a log of all applicants and indicated the reasons why MSA Target Area Vicinity residents and/or Section 3 residents who applied were not hired.
 - Requested training on MSA Vicinity Hiring and Section 3 employment requirement.

Signature: _____ Print Name: _____

Date: _____