

Attachment
Sample Language for Supply and Service Model Onsite Letter

The Office of Federal Contract Compliance Programs (OFCCP) has completed its preliminary review of the documents and data (*insert name of contractor*) submitted in response to the Scheduling Letter dated (*insert date*). I would like to schedule an on-site review to further investigate (*insert name of contractor*)'s compliance with the equal employment opportunity requirements of Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended.

As a result of our preliminary review of (*insert name of contractor*)'s scheduling letter submission, OFCCP identified at least the following areas for further investigation:

- (1) (*e.g., hiring practices in the Technician I job group*); and
- (2) (*e.g., compensation policies and practices with respect to women in the following pay analysis groups*)

Please note that these areas of investigation are based on preliminary indicators of potential violations noted during the desk audit. OFCCP has not determined that (*insert name of contractor*) is in violation of any of its laws. Further, identification of these preliminary indicators does not limit the scope of OFCCP's authority to confirm compliance with other requirements or investigate other potential violations that it discovers during the course of this compliance review.