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(attach additional sheets, as needed)

**Core Crew:** Core crew personnel are permanent full-time employees with supervisor responsibilities, and employees with ownership interest. Ownership interest must be supported by documents provided by the contractor, which may include individual tax returns. Certified payroll information on personnel listed above, from a previous construction season may be used to verify prior employment. All documentation submitted by the contractor and subcontractor must be determined as acceptable by the Indian Preference Coordinator.

**Commencement of Work:** MDT shall not authorize any contractor to commence work on a project until the Compliance Plan has been approved by the Indian Preference Coordinator.

**Subcontractor Compliance:** The Prime Contractor is responsible for compliance at every tier in associated subcontracts.

**Reporting Protocol:** The reporting protocol that the contractor will follow to document compliance shall be:

- a) Submittal of requests for applicants in accord with MOU requirements as found in the project Special Provisions.
- b) Provide Indian Preference Coordinator the time duration stated in the MOU for applicant placement to the job site.
- c) Provide job qualification criteria to the Indian Preference Coordinator, in writing, prior to implementation, and obtain, in writing, Indian Preference Coordinator approval and acceptance of each instance of job qualification criteria provided.
- d) Provide for Indian Preference Coordinator and employer joint determination of planned and employed personnel qualifications.
- e) Provide timely, accurate and complete data in accord with Indian Preference Coordinator request and requirement to ensure and enable monitoring for comparative purposes the Indian employee and Non-Indian employee schedule opportunities and number of work hours.
- f) Provide timely, accurate and complete data in accord with Indian Preference Coordinator request and requirement, to ensure, enable and enforce the requirement that no Indian preference employee shall be terminated when a non-Indian employee in the same job classification is still employed.
- g) Provide complete and accurate payroll reports within one week of payroll disbursement.
- h) Provide disciplinary action reports regarding Indian preference employees within two working days of taking disciplinary action.
- i) Provide promotion reports within two working days of giving any promotion.
- j) Provide layoff and RIF notices 24 hours prior to making any layoff or reduction in force.
- k) Complete and conform with all conditions of the Compliance Plan

Sanctions for Non-compliance: The Indian Preference Coordinator shall notify the contractor and relevant subcontractor, in writing, concerning non-compliance of Reporting Protocol items listed above.

On issue of a notification of non-compliance concerning the reporting Protocol items listed above, to any contractor or subcontractor, the Indian Preference Coordinator will initiate appropriate action to:

- a) Ensure that contractor procedures and policies will be modified to ensure compliance.
- b) Suspend contractor operations until violation is cured.
- c) Ensure other appropriate action reasonable and necessary for the purpose of enforcing the Compliance Plan.

**Signatures**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Contractor Authorized Representative

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Indian Preference Coordinator