

# ClearanceJobs OFCCP Product Functionality FAQ

Based on our discussions with industry experts, our legal advisors and representatives of the OFCCP, ClearanceJobs has enhanced its offerings to provide additional tools and reporting to make it easier for government contractors (and subcontractors) that use the ClearanceJobs service to comply with the new OFCCP rule regarding internet applicants.

## **Which employers are affected by the new OFCCP rule?**

Government contractors and subcontractors who are covered by Executive Order 11246.

## **How can I gain access to ClearanceJobs' OFCCP tools?**

To opt-in to the OFCCP services, you must contact your account manager or customer service representative. They will set up your account so that all of your users have access to the OFCCP tools.

## **Is there an additional charge for using the OFCCP tools?**

There will be additional fees associated with the OFCCP product. Please contact your sales representative for pricing information.

## **I am a third-party recruiter who works on behalf of both government contractors as well as companies who are not government contractors. Can I use the new tools selectively depending on which client I am working for?**

All customers who opt-in to the OFCCP tools will still have the option to use ClearanceJobs' standard Quick or Advanced Resume Search engines, in addition to our Resume Retrievers. Searches using the standard resume search engines are not saved as OFCCP resume searches.

## **How does ClearanceJobs collect ethnicity, gender and veteran's status data from its candidates?**

- From candidates in our resume database: In the past, it has NOT been ClearanceJobs' policy to collect ethnicity, gender and veteran's status data from candidates in our resume database. Starting in February, ClearanceJobs will begin asking new candidates to self-identify their ethnicity, gender and veteran's status on an optional basis as part of the job seeker resume profile. ClearanceJobs will maintain the ethnicity, gender and veteran's status data in confidence and such data will not be provided to you at the time of your search. Please be aware that we do not have this data for resumes posted prior to February 2006. Candidates who do not self-identify will also be noted in the records.
- From candidates who apply to job postings: If you choose to have candidates apply for job postings through your website, it is your responsibility to collect the appropriate ethnicity, gender and veteran's status information. If you choose to have ClearanceJobs collect this information on your behalf, then we will use an online questionnaire to ask the candidates to self-identify. Candidates who do not self-identify will also be noted in the records.



Build your own personal network of cleared candidates on The Cleared Network – only on ClearanceJobs.com.