

Affirmative Action Notices Form

The screenshot shows a web application window titled "Affirmative Action Notices". Inside the window, there is a light blue background. At the top, there is a button labeled "Exempt Vendor List". Below it is a button labeled "Generate New Notices". Further down, there are two date input fields: "From:" with the value "1/1/2015" and "(optional)" next to it, and "To:" with the value "12/31/2015" and "(optional)" next to it. Below the date fields is a "Vendor:" label followed by a dropdown menu and the text "(Leave blank for all)". At the bottom of the main content area, there are two buttons: "Reprint Notices" and "Notice Audit Report". At the very bottom of the window, there is a "Close" button.

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- [From:](#)
- [To:](#)
- [Vendor:](#)
- [Exempt Vendor List](#)

Exempt Vendor List

Open the form [Affirmative Action Notice Exempt Vendors List Form](#).

Generate New Notices

- Vendor has a contract in the [Contracts Form](#) that satisfies all of the following:
 - has no listed amount OR an amount greater than \$10,000
 - has no listed end date OR an end date greater than the start of the current or previous year
 - the contract does not include the required Affirmative Action language (AA Lang? is unchecked)

- Vendor has been paid over \$10,000 in total invoices during the current year
- Vendor has been paid over \$10,000 in total invoices during the previous year

The following optional fields have no effect on the [Generate New Notices](#) functionality:

From: [Optional] Starting date for Reprinting Notices or the Notice Audit Report.

To: [Optional] Ending date for Reprinting Notices or the Notice Audit Report.

Vendor: [Optional] Name of vendor for which to Reprint Notices or print a Notice Audit Report.

{when double-clicked} Open the form [Vendor Detail form](#).

Reprint Notices

Prints unprinted notices or reprints notices based on From:, To:, and Vendor: fields.

If none of the optional fields have been filled out, then this button prints any unprinted pending notices. Otherwise, it reprints notices based on the above inputs.

Notice Audit Report

A report showing which notices have been sent to which vendors and when.

Close

Closes the form.

From:
<https://grandjean.net/wiki/> - Grandjean & Braverman, Inc

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https://grandjean.net/wiki/ap/affirmative_action_notices_form

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