



To: All Subcontractors, Vendors, and Suppliers of NTA, Inc.,

NTA, Inc. upholds its commitment to being an Affirmative Action/Equal Opportunity Employer. This dedication ensures the comprehensive and effective utilization of qualified individuals, regardless of factors such as race, color, religion, sex, sexual orientation, gender identity, national origin, age, physical and mental disability, or veteran status.

As part of our affirmative action commitment, we are obligated to inform you of our equal employment opportunity policy and request your compliance with pertinent laws and regulations governing equal employment opportunity, affirmative action reporting, and employment practices.

We kindly request your compliance on the following points:

1. A written affirmative action plan will be developed as required by E.O. 11246 and 41 CFR 60-2.
2. A Standard Form 100 (EEO-1) will be filed when necessary,
3. A Federal Contractor Veteran's Employment Report VETS-4212 will be submitted in accordance with 41 CFR 60-300 when required,
4. Compliance with the Vietnam Era Veterans Readjustment Act of 1974, as amended, 41 CFR 60-300, pertaining to affirmative action for veterans,
5. Compliance with Section 503 of the Rehabilitation Act of 1973, as amended, and 41 CFR 60-741 regarding affirmative action for workers with disabilities.

We value and appreciate your efforts and cooperation in this important area.

NTA, Incorporated