

AGREEMENT ESTABLISHING AN ALLIANCE
BETWEEN
THE OFFICE OF DISABILITY EMPLOYMENT POLICY
U.S. DEPARTMENT OF LABOR
AND
THE NATIONAL INDUSTRY LIAISON GROUP

The U.S. Department of Labor, Office of Disability Employment Policy (ODEP) and the National Industry Liaison Group (NILG) recognize the value of establishing a collaborative relationship to promote the employment of individuals with disabilities. ODEP understands that NILG is entirely a volunteer board, with limited resources. ODEP further understands the special relationship NILG has with the local industry liaison groups (ILG) in that NILG is in a position to share and encourage ILG participation but does not exercise authority over the ILGs. ODEP and NILG hereby form an Alliance to provide ILGs and the federal contractor community with information, guidance, and access to resources that will help them to recruit, hire, retain, and advance workers with disabilities. In developing this Alliance, ODEP and NILG recognize that ODEP and NILG are an integral part of this national effort to promote equal opportunity for people with disabilities.

ODEP and NILG will work together to achieve the following **training and education goals**:

- Disseminate training and education materials related to the recruitment, hiring, retention, and advancement of individuals with disabilities to ILGs.
- Identify effective employer policies and practices related to workers with disabilities and disseminate to ILGs.
- Share employment expertise on effective practices to employ individuals with disabilities within key industries.

ODEP and NILG will work together to achieve the following **technical assistance goals**:

- Promote ODEP-funded technical assistance services, such as the Job Accommodation Network and the Employer Assistance and Resource Network.
- Identify specific issues of concern among the federal contractor community to which the Alliance should direct particular attention and resources.
- Identify activities that demonstrate, evaluate or replicate model disability employment strategies.

ODEP and NILG will work together to achieve the following **outreach and communication goals**:

- Develop communication strategies on how best to communicate training and education materials and effective practices to federal contractors (e.g. print and electronic media, electronic assistance tools and ODEP's and the NILG's Web sites). Specific emphasis will be placed upon ensuring communications are provided in accessible format(s).
- NILG will participate at ODEP events and invite ODEP to participate in NILG events meetings, or other relevant events.
- Demonstrate commitment to employment of individual with disabilities when addressing diversity, affirmative action, equal opportunity issues with ILGs and the federal contractor community.
- Develop and disseminate case studies from the federal contractor sector illustrating the business value of employing individuals with disabilities and publicize their results.
- Collaborate with other Alliance participants on employer issues, where appropriate, that are identified through the Alliance Program.

ODEP's Alliances provide parties an opportunity to participate in a voluntary cooperative relationship with ODEP for purposes such as training and education, outreach and communication and promoting a national dialogue on the employment of individuals with disabilities. These Alliances have proven to be valuable tools for both ODEP and its Alliance participants. By entering into an Alliance with a party, ODEP is not endorsing any products or services of that party; nor does the Alliance participant enter into an Alliance with the purpose of promoting particular products or services of any party.

An implementation team made up of representatives of both organizations will meet, as necessary, via conference call or in person to develop a plan of action, determine working procedures, and identify the roles and responsibilities of the participants. In addition, they will meet via conference call or in person at least two times per year to track and share information on activities and results in achieving the goals of the Alliance. Team members will include representatives of ODEP's Policy Teams, Policy Communication & Outreach Division, and any other appropriate offices.

The parties agree that any conference, seminar or related activity undertaken pursuant to this agreement will be memorialized in a separate agreement. In addition, any proposed jointly developed products, the use of the Department of Labor seal or agency logos, the use of registered trademark(s) and related designs of the NILG, and/or Department of Labor or NILG press releases/advertisements related to the Alliance, will require advance review and approval both by the Department and the NILG.

This agreement will remain in effect for two years. Either signatory may terminate this agreement for any reason at any time, provided they give 30 days' written notice. This agreement may be modified in writing at any time with the concurrence of the current Assistant Secretary of ODEP and the current Chair of the NILG.


This agreement is not intended to legally bind the parties, nor is it intended to confer any right upon any private person.

Nothing in this agreement shall be interpreted as limiting, superseding or otherwise affecting either party's normal operations or decisions in carrying out its statutory or regulatory duties. This agreement does not limit or restrict the parties from participating in similar activities or arrangements with other entities.

This agreement does not in and of itself authorize the expenditure or reimbursement of any funds. Nothing in this agreement obligates the parties to expend appropriations or enter into any contract or other obligations.

The following points of contact for each party can answer questions in the event that inquiries or disputes arise concerning the activities undertaken pursuant to this agreement: Shaun McGill, Senior Policy Advisor, Employer Policy Team, ODEP (202) 693-4922 and Colet Mitchell, Supervisor, Employer Policy Team, ODEP, (202) 693-4940; David Thomas, Partnership Committee Co-Chair and primary NILG point of contact, (704) 954-3503 and Kevin Carpenter, NILG Partnership Committee Co-Chair and back-up NILG point of contact, (714) 673-1085.

SIGNATURES



Jennifer Sheehy
Deputy Assistant Secretary
Office of Disability Employment Policy

Date of Signature: 10/19/16



Stella Raymaker
Chair of the Board
National Industry Liaison Group

Date of Signature: 10-17-2016