

Conciliation Agreement  
Between the  
U.S. Department of Labor, Office of Federal Contract Compliance Programs  
and  
Mid Atlantic Professionals, Inc.  
20400 Observation Drive, Suite 204  
Germantown, Maryland 20876-4087

**PART I: GENERAL PROVISIONS**

1. This Agreement is between the U.S. Department of Labor, Office of Federal Contract Compliance Programs (OFCCP) and Mid Atlantic Professionals, Inc., 20400 Observation Drive, Suite 204, Germantown, Maryland 20876-4087 (hereinafter MAP).
2. The violations identified in this Agreement were found during a compliance evaluation of MAP which began on June 25, 2018, and were specified in a Notice of Violation that was issued on August 19, 2019. OFCCP alleges that MAP has violated Executive Order 11246, as amended, and implementing regulations at 41 CFR Chapter 60 due to the specific violations cited in Part II below.
3. This Agreement does not constitute an admission by MAP of any violation of Executive Order 11246, as amended, and the implementing regulations.
4. The provisions of this Agreement will become part of MAP's Affirmative Action Program (AAP). Subject to the performance by MAP of all promises and representations contained herein and in its AAP, all named violations in regard to the compliance of MAP with all OFCCP programs will be deemed resolved. However, MAP is advised that the commitments contained in this Agreement do not preclude future determinations of noncompliance based on a finding that the commitments are not sufficient to achieve compliance.
5. MAP agrees that OFCCP may review compliance with this Agreement. As part of this review, OFCCP may require written reports, inspect the premises, interview witnesses, and examine and copy documents, as may be relevant to the matter under investigation and pertinent to MAP's compliance. MAP shall permit access to its premises during normal business hours for these purposes.
6. Nothing herein is intended to relieve MAP from the obligation to comply with the requirements of Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and/or the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (38 U.S.C. 4212), their implementing regulations, or any other equal employment statute or executive order or its implementing regulations.

7. MAP agrees that there will be no retaliation of any kind against any beneficiary of this Agreement or against any person who has provided information or assistance, or who files a complaint, or who participates in any manner in any proceedings under Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and/or the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (38 U.S.C. 4212).
8. This Agreement will be deemed to have been accepted by the Government on the date of the signature by the District Director for OFCCP.
9. If at any time in the future, OFCCP believes that MAP has violated any portion of this Agreement during the term of this Agreement, MAP will be promptly notified of that fact in writing. This notification will include a statement of the facts and circumstances relied upon in forming that belief. In addition, the notification will provide MAP with 15 calendar days from receipt of the notification to respond in writing, except where OFCCP alleges that such a delay would result in irreparable injury.

Enforcement proceedings for violation of this Agreement may be initiated at any time after the 15-day period has elapsed or sooner, if irreparable injury is alleged, without issuing a Show Cause Notice.

Where OFCCP believes that MAP has violated this Conciliation Agreement, OFCCP may seek enforcement of this Agreement itself and shall not be required to present proof of the underlying violations resolved by this Agreement.

Liability for violation of this Agreement may subject MAP to sanctions set forth in Section 209 of the Executive Order and/or other appropriate relief.

## **PART II: SPECIFIC PROVISIONS**

**VIOLATION:** During the period of September 1, 2017 through August 31, 2018, MAP failed to accurately identify problem areas in order to determine whether and where impediments to equal employment opportunity exist, in violation of 41 C.F.R. 60-2.17(b). Specifically, while MAP was able to identify the gender, race, and ethnicity of each employee, and where possible, the gender, race, and ethnicity of each applicant, in accordance with 41 C.F.R. 60-1.12(c), MAP failed to maintain the records in such a form as to permit a ready determination of whether there were selection disparities in its applicant flow.

**REMEDY:** Effective immediately, MAP will accurately address and identify problem areas in its Affirmative Action Program (AAP), in accordance with 41 C.F.R. 60-2.17(b).

### **PART III: REPORTING**

1. MAP agrees to retain records pertinent to the violations cited in Part II above, and to reports submitted in compliance with Paragraph 2, below. These records shall include data and information underlying the required reports, specifically, but not limited to, all applications and personnel records. The records will be retained until the expiration of this Agreement or consistent with regulatory requirements, whichever is later.
2. MAP agrees to furnish the OFCCP with two (2) annual progress reports. The first report shall be due no later than September 30, 2020, and will cover the twelve-month period from September 1, 2019 through August 31, 2020. The second report shall be due no later than September 30, 2021, and will cover the twelve-month period from September 1, 2020 through August 31, 2021. MAP shall send each report to the U.S. Department of Labor/OFCCP/Baltimore District Office, Two Hopkins Plaza, Suite 600, Baltimore, Maryland 21201.

For the first progress report, MAP will submit:

- A. A copy of the Identification of Problem Areas section of its then-current Executive Order 11246 AAP.
- B. By job group, gender, race and ethnicity data for applicants and hires between September 1, 2019 and August 31, 2020.

For the second and final progress report, MAP will submit:

By job group, gender, race and ethnicity data for applicants and hires between September 1, 2020 and August 31, 2021.

3. This Conciliation Agreement shall remain in effect until the review and acceptance by OFCCP of MAP's final progress report.

**TERMINATION DATE:** This Conciliation Agreement shall remain in full force and effect until sixty (60) days following MAP's submission of the final report unless, within that sixty (60) day period, OFCCP has notified MAP in writing that MAP has not met all conditions of this Agreement and specified the actions MAP needs to take to achieve compliance.

**INTEGRATION CLAUSE:** This Conciliation Agreement represents the full Agreement between MAP and OFCCP, and this Agreement supersedes any other agreements, oral or written. In signing this Agreement, neither MAP nor OFCCP relies upon any promise, representation of fact or law, or other inducements that are not expressed in this Agreement. This Agreement may be modified only by written agreement of the Parties affected and may not be modified by any oral agreement.

**PART IV: SIGNATURES**

This Conciliation Agreement is hereby executed by and between the Office of Federal Contract Compliance Programs and Mid Atlantic Professionals, Inc., 20400 Observation Drive, Suite 204, Germantown, Maryland 20876-4087.

**(b) (6), (b) (7)(C)**

BASHAR HADDAD  
Chief Operating Officer  
Mid Atlantic Professionals, Inc.  
Germantown, Maryland

**(b) (6), (b) (7)(C)**

TOM G. WELLS  
District Director  
Baltimore District Office  
Mid-Atlantic Region

DATE: 2/14/2020

DATE: February 21, 2020

**(b) (7)(E)**