

**DEPARTMENT OF LABOR  
SUPPLIER DIVERSITY ACTION PLAN**

- Educate current minority and women owned business vendors to complete Application for Contractor Registration through Division of Facilities Management's website (<http://dfm.delaware.gov/>) and become certified as a minority or women owned business enterprise through the OMWBE.
  
- Require division fiscal staff to review OMWBE database to solicit proposals from minority and women owned businesses when not required to use state contracts and value of work is below established thresholds.
  
- Encourage division fiscal staff to use OMWBE certified vendors list when using multi source contracts such as DTI.
  
- Require division fiscal staff to use review OMWBE certified vendors list when selecting Professional Services under threshold amount.
  
- Representative from Department of Labor will participate in annual Governor's Entrepreneurial Conference and DEDO Diversity Summit.
  
- Investigate ways to get more minority and women owned businesses involved with training opportunities within Department of Labor.
  
- Report all financial transactions with minority and women owned businesses to OMWBE.