



## **SOUTHEAST WORKFORCE DEVELOPMENT LOCAL BOARD**

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### **RESOLUTION 2018-19-01**

#### **Amendment to the Identification, Evaluation and Selection of On-the-job Training Activities Providers (Worked-Based Training)**

The Southeast Workforce Development Local Board, in a meeting held on November 14, 2018, and after verification of quorum, discussed and determined to amend the Identification, Evaluation and Selection of On-the-job Training Activities Providers (Work-Based Training). As a result of the deliberation process, the Local Board resolves the following:

The Southeast Workforce Development Local Board, having discussed and evaluated the amendment to the Identification, Evaluation and Selection of On-the-job Training Activities Providers (Work-Based Training), approves an amendment to Article VIII: Procedure Part B: Proposals Registration and Revision, clause 3, so that it reads:

1. The Employment Promoter will evaluate the fiscal documents submitted by the Employer to make sure they are in compliance with the established requirements. The below documents will be requested for the evaluation process:
  - a. Certificate of Income Tax Return Filing for the past five filing periods (Model SC-6088) (TREASURY DEPARTMENT)
  - b. Debt Certificate (Model CS 6096) (TREASURY DEPARTMENT)
  - c. Copy of Merchant Registration
  - d. Sales and Use Tax (SUT) Filing Certificate (Model CS 2942)
  - e. SUT Debt Certificate (Model SC 2927)
  - f. Certificate of Income Tax Return Filing for Real Estate Property - The Municipal Revenue Collection Center (CRIM, for its Spanish acronym)
  - g. Certificate of Debt for All (CRIM)
  - h. Certificate of Registry as Employer and Debt Certificate for Unemployment Insurance and Disability Insurance
  - i. Certificate of Registration as Employer and Debt Certificate for Driver's Social Security Concepts
  - j. Certified Financial Statement as evidence of economic solvency or Treasury Department Certified Income Tax Return (Unique Bidder Registry exempt), (RUL, for its Spanish acronym))
  - k. Certificate of Existence (Department of State), if applicable.

1. Evidence of number of employees: List of employees or other document in which the number of employees at the time of submitting the proposal and the entry salary of the positions is evidenced. (RUL exempt)

If the Provider has the Eligibility Certificate issued by the Unique Bidder Registry of the General Services Administration, it may be used to avoid duplication. It is important to make sure that the certificates included in the referred Registry are current.

The remaining documents related to the hiring process will be delivered before the contract signing.

This Resolution will be in effect immediately, and the Executive Director is instructed to distribute it to the pertinent officials within five (5) working days after its approval.

Approved today, November 14, 2018, in Humacao, Puerto Rico.

[Signed]

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Rafael H. Aparicio Cesaní  
President  
Southeast Workforce Development Local Board

**SOUTHEAST WORKFORCE DEVELOPMENT LOCAL BOARD**

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