



University at Buffalo
The State University of New York

Purchasing
Procurement Services

University at Buffalo Vendor Certification of Compliance With Fair Labor Conditions

In an effort to assess compliance and availability of appropriate documentation related to New York State sweatshop legislation (Chapter 350 of the Laws of 2002, Amendments of 2003, and related State University of New York policy), the University at Buffalo Purchasing Department may request, on a random basis, information sufficient to determine compliance. UB, following national standards for apparel and sports equipment manufacturers and vendors, refers to the following guidelines to assess compliance. Please check those items that apply to your organization, manufacturers and vendors, and attach related support documentation, if available.

- We comply with all applicable local and national legal requirements of the area where we are conducting business;**
- We compensate for employees at local minimum wage or local prevailing industry wage, whichever is higher, and provide legally-mandated benefits;**
- We adhere to local standard work week, time off, and overtime requirements, and in extraordinary circumstances, not more than 48 hours of work, per week and 12 hours overtime, with at least one day off every seven-day period;**
- We identify subcontractors;**
- We do not employ children under age 15 (14 in International Labor Organization developing nations) or under the age for compulsory education, whichever is higher;**
- We do not use forced labor;**
- We do not abuse or harass employees;**
- We respect employee rights of association and bargaining;**
- We provide a safe and healthy working environment;**
- We do not discriminate in employment on the basis of gender, race, religion, age, disability, sexual orientation, nationality, political opinions, or social and ethnic origins;**

- We enclose available documentation in support of the above compliance statements, including factory locations for the products indicated in the attached purchase order.**

- I hereby certify that, to the best of my knowledge, we are in compliance as indicated above.**

(name of individual)

(title: e.g. owner, president)

(name of business)

(business address)

(signature)

(date)

PLEASE RETURN TO: Elizabeth A. Fenush
State Purchasing
University at Buffalo
Phone: (716) 645-5000 x 1165
Fax: (716) 645-2687