

# Effective January 1, 2016

## Pay Equity Compliance Certificate



**Senate Bill 491** established the requirement for the bidder or proposer to comply with the pay equity provisions of state law for State Agency procurements.

### **WHO's AFFECTED:**

As a bidder or proposer you will be required to provide proof of an unexpired Pay Equity Compliance Certificate at the time of determination of responsibility.

- When the contract is valued at \$500,000 or more and you employ 50 or more full-time employees.

### **HOW TO COMPLY:**

The Department of Administrative Services offers Pay Equity Compliance Certificate training for free. It takes approximately 15 minutes to complete and covers the following topics: What is Pay Equity? Why is Pay Equity Important? Benefits of Pay Equity? Federal/State Laws and Achieving Pay Equity in Your Workplace.

To complete the training and receive your certificate you must pass an 11 question quiz with a score of 80% or better.

**Step One:** Create an account <https://ilearn.oregon.gov/Default.aspx>

For instructions on how to create an account, go to:

<http://www.oregon.gov/das/Procurement/Guiddoc/PayEquityCertificationHow2.pdf>

### **Step Two:**

After successful Account Creation, you can access the online training here:

<https://ilearn.oregon.gov/Default.aspx>

**\*\*\*Online training not accessible through Google Chrome browser\*\*\***

For assistance or questions regarding creating an *iLearn* Account, contact  
[chro.training@oregon.gov](mailto:chro.training@oregon.gov)