

123:5-3-05

**Annual report.**

(A) The administrator of the office may request annual information from a government ordering office including:

- (1) An overview of the government ordering office's purchasing process related to the procurement of products and services and any safeguards which assure compliance to the requirements contained in sections 125.60 to 125.6012 of the Revised Code.
- (2) The total dollars expended during the preceding fiscal year for purchase of products and services which appear on the procurement list, from a qualified nonprofit agency or an agent of a qualified nonprofit agency.
- (3) Any other information the office of procurement from community rehabilitation programs may determine advantageous.

(B) Each certified agent, names as the contractor of record, shall file an annual report with the office by August fifteenth of each year summarizing that agent's activity for the preceding fiscal year pursuant to sections 125.60 to 125.6012 of the Revised Code.

Each agent shall provide the annual report on a form provided by and in a manner prescribed by the office, and shall include the following:

- (1) A list of all qualified nonprofit agencies that the agent contract with during the preceding fiscal year to produce products or provide services, and
- (2) The total dollar value of purchases made by a government ordering office during the preceding fiscal year for products and services where the agent of a qualified nonprofit agency was the contractor of records, and
- (3) Any other information the office determines necessary.

(C) Each qualified nonprofit agency, certified pursuant to section 125.604 of the Revised Code, shall file an annual report with the office of procurement from community rehabilitation programs by August fifteenth of each year summarizing that qualified nonprofit agency's activity for the preceding fiscal year as related to the requirements sets forth in sections 125.60 to 125.6012 of the Revised Code.

Each qualified nonprofit agency shall provide the annual report on a form provided by and in a manner prescribed by the office, and shall include the following information:

- (1) The total number of all individuals who worked to manufacture products or provide services whether furnished directly to or furnished on behalf of an agent of the qualified nonprofit agency to government ordering offices pursuant to sections 125.60 to 125.6012 of the Revised Code.

- (2) The total number of individuals with work-limiting disabilities who worked to manufacture products or provide services whether furnished directly to, or furnished on behalf of an agent of the qualified nonprofit agency to government ordering office pursuant to sections 125.60 to 125.6012 of the Revised Code.
  - (3) The total number of all direct labor hours worked to manufacture products or provide services whether furnished directly to, or furnished on behalf of an agent of the qualified nonprofit agency, to a government ordering office pursuant to sections 125.60 to 125.6012 of the Revised Code.
  - (4) The total number of direct labor hours worked by individuals with work-limiting disabilities in the manufacture of products of provision of services to a government ordering office pursuant to sections 125.60 to 125.6012 of the Revised Code, whether furnished indirectly , or furnished on behalf of, an agent of the qualified nonprofit agency.
  - (5) The total dollar value of purchases made by a government ordering office during the preceding fiscal year for products and services where the qualified nonprofit agency was the contractor of record.
  - (6) Any other information the office deems necessary.
- (D) The administrator shall notify each certified agent and each qualified nonprofit agency that has not submitted an annual report as required by paragraphs (B) and (C) of this rule that the agent or qualified nonprofit agency has fifteen days to submit the report. The administrator may suspend or revoke the certification of any agent or qualified nonprofit agency that fails to comply with the reporting requirements set forth in this rule.

Effective: 01/01/2007

R.C. 119.032 review dates: 01/01/2012

CERTIFIED ELECTRONICALLY

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Certification

12/22/2006

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Date

Promulgated Under: 119.03  
Statutory Authority: 125.603  
Rule Amplifies: 125.603, 125.604, 125.605