

Who's an Internet Applicant?

Understand OFCCP's definition and tips for compliance



DEFINITION:

An "Internet Applicant" is an individual who satisfies all four of the following criteria:

- 1.** Candidate submits expression of interest
 - Expression of interest is through Internet or related electronic data technologies
- 2.** Candidate is considered for a particular position
 - Being considered mean assessing the candidates qualifications
 - Limit the number of candidates considered using a data management technique
- 3.** Candidate meets the basic qualifications for the position
 - Create basic qualifications that are non-comparative, objective & relevant
- 4.** Candidate does not withdraw prior to job offer.
 - A withdrawal can be written, verbal or a failure to respond

TIPS:

Create disposition codes that identify how far the candidate went in the process, why they were excluded and if they withdrew

Establish basic qualifications and use them consistently

Apply the Internet Applicant rule to sources other than your company website including database searches, referral programs, search firms, campus recruiting, job fairs, third-party websites, etc.

Solicit demographic information from all who meet definition of Internet Applicant