

AFFIRMATIVE ACTION POLICY AND PROCUREMENT ACTION PLAN

Within the bounds of its fiduciary responsibilities under law, including but not limited to the provisions of section 105.688 RSMo, the Board of Trustees of the Missouri State Employees' Retirement System (MOSERS) desires to take affirmative actions to assure equal opportunities for minorities and women to participate as principals and employees in the areas of money management, brokerage, investment counseling and other professional services. The Board specifically desires to take affirmative steps to assure those opportunities with respect to contracts involving MOSERS. To accomplish that goal the Board adopts the following affirmative action policy and procurement action plan.

1. All contracts of MOSERS with money managers, investment counselors, and other professional services providers will require the contractor to maintain an affirmative action plan with respect to the employment of women and minorities. Those contracts will also require the contractors to report to MOSERS the results of their affirmative action plans in sufficient detail to allow an assessment of the good faith effort of the contractor in carrying out the affirmative action plan. Reporting will include, but not be limited to, information on efforts to employ minorities and women, the number of minorities and women employed, the positions in which they are employed and the particular duties of minorities and women with respect to the MOSERS contract. In addition, the report will include any efforts of the contractor to engage minorities and women in sub-contracts, partnerships and joint ventures. The staff of MOSERS will develop the exact reporting requirements.

The staff of MOSERS is directed to take steps to amend existing contracts for professional services to incorporate these requirements.

2. In soliciting proposals from money managers, investment counselors and other professionals, MOSERS will request information similar to the reports required of contractors with respect to minorities and women.

3. In soliciting proposals from money managers, investment counselors and other professionals, MOSERS will make specific efforts to identify and solicit proposals from qualified firms owned by minorities and women. Such efforts will include identifying individual firms from which to solicit a proposal and publicizing the contract process in a manner likely to inform qualified firms owned by minorities and women.

4. The board and staff of MOSERS will make reasonable efforts to attend professional gatherings of minorities and women in money management, brokerage, investment counseling and other professional services used by MOSERS. In addition, the staff will use other reasonable means to inform firms owned by minorities and women, and minorities and women employed as money managers, brokers, investment counselors and other professionals of the opportunities for doing business with MOSERS, and the

means for pursuing those opportunities. The staff will regularly report to the board on its efforts in this regard.

5. The Board will evaluate the results of this affirmative action policy and procurement action plan annually. Based on the evaluation the Board will determine whether any changes in the policy or plan are necessary and will file an annual progress report. The results will be reported to the Joint Committee on Public Employee Retirement and the Missouri Minority Business Advocacy Commission.

6. To qualify as a minority or women owned firm, such firm shall:
- a. Be domiciled in the United States;
 - b. Be owned or controlled by one or more individuals who are women or who qualify as a minority as defined below. Ownership is classified as having a controlling interest in the firm of at least 51%; and
 - c. Have such women or minority owners involved in the daily business operations of the firm.

As used in this policy, the term, "minorities" means individuals socially and economically disadvantaged due to their race or ethnic background including, but not necessarily limited to, Black Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans, and Native Hawaiians.

Adopted by the Board of Trustees November 9, 1995. This policy and plan amend the Affirmative Action Policy Adopted by the Board of Trustees on October 28, 1993.