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JAN 15 2009 PM 4:00

January 13, 2009

Ernest F. Hart, Esq.  
Chair  
City of New York Equal Employment Practices Commission  
40 Rector Street, 14th Floor  
New York, New York 10006

Dear Mr. Hart:

We have received the Preliminary Determination Pursuant to the Audit of the Independent Budget Office's (IBO) Equal Employment Opportunity Program from July 1, 2005 to June 30, 2007. I appreciate the thorough and professional work performed by the EEPC's staff and look forward to our continued work together as we complete the audit process.

IBO is committed to our equal employment opportunity program. We've begun taking steps to implement the recommendations, and in some cases have already completed implementation. Our responses to each of the recommended corrective actions are as follows:

***Plan Dissemination (Internal)***

As recommended, IBO has revised and posted the agency's EEO policy to include the current list of "protected classes" under New York City and New York State Human Rights Laws. We are in the process of distributing the new updated policy to all current employees and will provide a copy for all future hires. A copy of our new policy will be sent to EEPC when we file our first compliance report.

***EEO Complaint and Investigation System***

Since the end of the audit period, IBO's EEO officer has been conducting meetings with the EEO counselor on at least a quarterly basis. IBO's EEO officer will continue this practice of meeting at least quarterly to ensure that the EEO functions are being properly carried out and to review internal and external EEO developments.

***Recruitment and Selection***

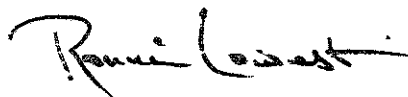
IBO's most recent staff wide EEO training, conducted in October, 2008, included a training session limited to senior staff members. During this session, EEO policy as it relates to interviewing and hiring decisions was discussed and reviewed. IBO will submit materials from the October training session to EEPC with our first compliance report. IBO will

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continue to provide staff involved in hiring and interviewing with a review of related EEO policy and correct EEO practices as part of our EEO staff wide training.

IBO is committed to continuing to seek opportunities to diversify its workforce and ensure that any current and future staff members, regardless of race, ethnicity, sex, sexual orientation, physical challenge, or other protected class status, will find the agency a welcoming and productive environment. We know that EEPC recognizes IBO's commitment to these goals, and we appreciate your recommendations, cooperation, and assistance in meeting those goals.

Sincerely,

A handwritten signature in black ink that reads "Ronnie Lowenstein". The signature is written in a cursive style with a large initial "R" and a long horizontal stroke at the end.

Ronnie Lowenstein