



Notice of Right to File a Discrimination Complaint

Procedure No: 2019-01
Effective Date: 08/28/2019

Equal Opportunity is the law:

As recipients of federal financial assistance, it is against the law to discriminate on the following bases: against all individuals in the United States on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, or political affiliation or belief, or against beneficiaries on the basis of either citizenship status or participation in any Workforce Innovation and Opportunity Act (WIOA) Title I-financially assisted program or activity.

Service providers must not discriminate in any of the following areas: deciding who will be admitted, or have access, to any WIOA Title I-financially assisted program or activity; providing opportunities in, or treating any person with regard to, such a program or activity; or making employment decisions in the administration of, or in connection with, such a program or activity.

What to do if you believe you have experienced discrimination:

If you think that you have been subjected to discrimination under a WIOA Title I-financially assisted program or activity, you may file a complaint within 180 days from the date of the alleged violation with either:

Local Equal Opportunity Officer

Cynthia N. Garcia
(509)734-5986 –WA Relay Service 711
815 N. Kellogg Street, Suite C
Kennewick, WA 99337

or

Director, Civil Rights Center (CRC)

U.S. Department of Labor
200 Constitution Avenue, NW
Room N-4123
Washington, DC 20210

You may also file a complaint electronically as directed on the CRC website at www.dol.gov/crc.

If you file your complaint with the Local Equal Opportunity Officer, you must wait either until a written Notice of Final Action is issued, or until 90 days have passed (whichever is sooner), before filing with the CRC (see address above). If local Equal Opportunity Officer does not give you a written Notice of Final Action within 90 days of the day on which you filed your complaint, you may file a complaint with CRC before receiving that Notice. However, you must file your CRC complaint within 30 days of the 90-day deadline (in other words, you must file your CRC complaint within 120 days after the day on which you filed your complaint with the local Equal Opportunity Officer).

If local Equal Opportunity Officer does give you a written Notice of Final Action on your complaint, but you are dissatisfied with the decision or resolution, you may file a complaint with CRC. You must file your CRC complaint within 30 days of the date on which you received the Notice of Final Action.

If you wish to file or inquire about filing a discrimination complaint in which TC Futures is not a party, please contact:

[The U.S. Equal Employment Opportunity Commission](#)

Phone: 1-800-669-4000 (toll-free)

TTY: 1-800-669-6820

ASL Video Phone: 1-844-234-5122 and/or

[The Washington State Human Rights Commission](#)

800-233-3247 (toll-free)

TC Futures is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay 711.