

EQUAL OPPORTUNITY IS THE LAW

It is against the law for this recipient of Federal financial assistance to discriminate on the following bases:

Against any individual in the United States, on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief; and against any beneficiary of programs financially assisted under Title I of the Workforce Innovation & Opportunity Act of 2015 (WIOA), on the basis of the beneficiary's citizenship/status as a lawfully admitted immigrant authorized to work in the United States, or his or her participation in any WIOA Title I-financially assisted program or activity. The recipient 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 you may 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:

<p>Local Area WIOA Equal Opportunity Officer: Kristine Kipers HMO Workforce Development Board 209 Elizabeth Street – 3rd floor Utica, NY 13501 Phone: (315) 798-6462</p>	<p>Director Division of Equal Opportunity Development New York State Department of Labor State Office Building Campus Building 12, Room 540 Albany, NY 12240 Phone: (518) 457-1984 (TDD): 1-800-662-1220 (VOZ): 1-800-421-1220</p>	<p>or you may file a complaint directly with:</p> <p>Director Civil Rights Center (CRC) U.S. Department of Labor 200 Constitution Avenue, NW Room N-4123 Washington D.C. 20210</p>
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If you file your complaint with the recipient, you must wait until the recipient issues a written Notice of Final Action, or until 90 days have passed (whichever is sooner), before filing with the Civil Rights Center (see address above). If the recipient does not give you a written Notice of Final Action within 90 days of the day on which you filed your complaint, you do not have to wait for the recipient to issue that Notice before filing a complaint with the CRC. However, you must file your CRC complaint within 30 days of the 90-day deadline (in other words, within 120 days after the day on which you filed your complaint with the recipient). If the recipient 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 the CRC. You must file your CRC complaint within 30 days of the date on which you received the Notice of Final Action.

State of New York
Andrew M. Cuomo, Governor



Department of Labor
Roberta Reardon, Commissioner

My signature acknowledges receipt and/or verbal explanation of the New York State Department of Labor's policy regarding equal opportunity and non-discrimination:

Date _____ Print Name: _____ Signature: _____

Print Witness Name: _____ Witness Signature: _____