



St. Lawrence County One-Stop Career Center

Human Services Center

80 State Highway 310 Suite 8, Canton, New York 13617-1498

Phone: (315) 386-3276 Fax: (315) 386-3414

www.slconestop.com

EQUAL OPPORTUNITY is THE LAW

It is against the law for the Workforce Investment Act (WIA) program as a recipient of Federal financial assistance to discriminate on the following bases:

'Section 188 of WIA provides that no individual will be excluded from participation in, denied the benefits of, subjected to discrimination under or denied employment in the administration of or in connection with, any such program or activity because of race, color, religion, sex, national origin, age, disability, or political affiliation or belief, or, for any beneficiary, because of the beneficiary's citizenship status as a lawfully admitted immigrant authorized to work in the United States or for participation in any WIA Title I-financially assisted program or activity.'

What to do if you believe you have experienced discrimination

Any person who believes that he or she or any specific class of individuals has been or is being subject to discrimination prohibited by the nondiscrimination and equal opportunity provisions of WIA or regulations may personally file a **written** complaint or file a **written** complaint through a representative.

Where to file: The complaint may be filed either with the Local Workforce Investment Act Equal Opportunity Officer, who is:

Mr. Stephen House, One-Stop Manager
80 State Highway 310, Suite 8
Canton, NY 13617-1498
Phone: 315-386-3276

Or you may file directly with:

Director Civil Rights Center (CRC)
U.S. Department of Labor
200 Constitution Avenue, NW
Room N-4123
Washington, D.C. 20210

Complaints made involving New York State Department of Labor programs should be filed directly with:

Omoye Cooper, EO Officer
State Administrative Entity for WIA
State Campus, Building 12, Room 540
Albany, NY 12240
Phone 418-457-1984
(TDD 1-800-662-1220; VOICE 1-800-421-1220)

Time for filing: A complaint must be filed within 180 days of the alleged discrimination. Upon receipt of a written complaint, the EO Officer must provide a written acknowledgement within 5 days of receipt of the complaint. The EO Officer will have 90 days from the date of receipt of a written complaint to process the complaint. The EO Officer will notify the complainant within 15 days of receipt of the complaint if it determines that it does not have jurisdiction over a complaint that alleges a violation of the nondiscrimination and equal opportunity provisions of WIA.

If you file your complaint with a recipient, you must wait either 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 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 CRC. You must file your CRC complaint within 30 days of the date on which you received the Notice of Final Action.

The SLC One-Stop Career System is an equal opportunity program. Auxiliary aids and services are available upon request for individuals with disabilities. It is a partnership of: