

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 (including pregnancy, childbirth, and related medical conditions, sex stereotyping, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, or political affiliation or belief, or, against any beneficiary of, applicant to, or participant in programs financially assisted under Title I of the Workforce Innovation and Opportunity Act, on the basis of the individual's citizenship status or 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.

Recipients of federal financial assistance must take reasonable steps to ensure that communications with individuals with disabilities are as effective as communications with others. This means that, upon request and at no cost to the individual, recipients are required to provide appropriate auxiliary aids and services to qualified individuals with disabilities.

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:

the recipient's Equal Opportunity Officer (or the person whom the recipient has designated for this purpose); or

the Director, Civil Rights Center (CRC), U.S. Department of Labor, 200 Constitution Avenue NW, Room N-4123, Washington, DC 20210 or electronically as directed on the CRC website at www.dol.gov/crc.

If you file your complaint with the 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 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, 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. (29 CFR Part 38.35)

For more information, contact:

Local Complaint Specialist	Local EO Officer
_____ Name	_____ Name
_____ Address	_____ Address
_____ Phone	_____ Phone
_____ e-mail	_____ e-mail
TDD #: 1-800-949-4232	TDD #: 1-800-949-4232

Type of Complaint	How to File A Written Complaint	What Happens Next	Appealing a Decision	Secondary Appeals
<p><u>Discrimination</u> Complaint alleging discrimination by the OSCC (Job Service/ Workforce Innovation and Opportunity Act (WIOA) Title I funded entity) because of race, color, religion, sex, national origin, age, disability, political affiliation, belief, or citizenship status as a lawfully admitted immigrant authorized to work in the US.</p>	<p>Within 180 days of the alleged act of discrimination, a complaint can be filed with the Local or State EOO or Complaint Specialist</p>	<p>The recipient of the complaint has 90 days to respond to the complainant with a Notice of Final Action</p>	<p>The complainant has 30 days after the Notice of Final Action to file an appeal with the USDOL - Civil Rights Center. If no Notice of Final Action is received, the complainant has 30 days from the end of the 90 days to file an appeal.</p>	<p>n/a</p>
<p><u>Workforce Innovation and Opportunity Act (WIOA) Services</u> Complaint alleging violation of the WIOA and/or provisions of a related agreement</p>	<p>Complaints should be filed with the local One Stop Complaint Specialist. There is no time limit for filing a complaint.</p>	<p>Within 60 days of filing the complaint, the recipient of the complaint will conduct a hearing and offer a written decision</p>	<p>If complainant does not receive a decision within 60 days, or receives an adverse decision, complainant has 30 days to file an appeal to the LWD - Director, Workforce Field Services</p>	<p>When complainant has exhausted the local and State complaint process, complainant may appeal to the Secretary of the U.S. Department of Labor</p>
<p><u>Job Service/Labor Exchange</u> Complaint about One-Stop Job Service actions or omissions</p>	<p>Within 1 year of the alleged occurrence, a complaint can be filed with the local One- Stop Complaint Specialist</p>	<p>Complaint specialist will attempt to resolve complaint within 15 working days (5 days for complaints by MSFWs)</p>	<p>If the local complaint specialist does not resolve the complaint, it is sent to the State Complaint Specialist who has 30 days (20 days for complaints by MSFWs) to respond</p>	<p>When complainant has exhausted the local and State complaint process, complainant may appeal to the Regional Administrator, USDOL ETA</p>
<p><u>Employer/Labor Standards</u> Complaint from customer placed into an On-the- Job Training program alleging labor standards violations under 29 USC § 2931(b)</p>	<p>Complaints should be filed in writing with the local One-Stop Complaint Specialist</p>	<p>Within 60 days of filing the complaint, the recipient of the complaint will complete a hearing and offer a written decision</p>	<p>If complainant does not receive a decision within 60 days, or receives an adverse decision, complainant has 30 days to appeal to the LWD, Dir. Workforce Field Services</p>	<p>When complainant has exhausted the local and State complaint process, complainant may appeal to the Secretary of Labor</p>
<p><u>Employer/Job Service Referral</u> Complaint against an employer about the specific job that an applicant was referred to by the Job Service at the One-Stop</p>	<p>Within 1 year of the alleged occurrence, a complaint can be filed w/ the local One- Stop Complaint Specialist</p>	<p>Complaint specialist will attempt to resolve complaint within 15 working days (5 days for complaints by MSFWs)</p>	<p>If the local complaint specialist does not resolve the complaint, it is sent to the State Complaint Specialist who has 30 days (20 days for complaints by MSFWs) to respond</p>	<p>When complainant has exhausted the local and State complaint process, complainant may appeal to the Regional Administrator - DOL ETA</p>
<p><u>Trade Assistance Act</u> TAA/TGAAA of 2009 Petitions and determinations of eligibility to apply for worker adjustment assistance. Appeal for Redetermination of TRA benefits</p>	<p>A TAA Program Complaints should be filed in writing with the local One-Stop TAA Staff/Complaint Specialist in writing within 30 days.</p>	<p>Complaint Specialist will route Reconsideration request /complaints to the appropriate enforcement agency(USDOL) and also a Judicial Review</p>	<p>The certifying officer shall make and issue a determination granting or denying reconsideration within 15 days after the receipt of the application.</p>	<p>Workers who are denied certification may seek Judicial Review. Appeals must be filed with the case management supervisor of US Court of International Trade in NY. Within 60 days</p>
<p><u>Other Complaints</u></p>	<p>Complaints should be filed in writing with the local One-Stop Complaint Specialist</p>	<p>Complaint Specialist will route complaints to the appropriate enforcement agency, another public agency, or other appropriate assistance</p>	<p>Complaints will be handled according to each agency's established complaint resolution process</p>	<p>Complaints will be handled according to each agency's established complaint resolution process</p>

New Jersey LWD is an Equal Opportunity Employer with equal opportunity programs. Auxiliary aids and services are available upon request to individuals with disabilities.

