

3.3 Equal Opportunity Is The Law

(Rev 06/20/16)

Policy: WSOS is committed to equal opportunity regardless of age, gender, marital status, disability, race, color, sexual orientation, religion, national origin, political affiliation or belief, military status, veteran status, citizenship status, or other similar factors, for participation in programs or activities in accordance with the following provisions:

Title VI of the Civil Rights Act:

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance.

Federal Transit Laws, 49 U.S.C. 5332 Nondiscrimination

No person in the United States shall on the grounds of race, color, religion, national origin, sex, disability, or age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any project, program or activity funded in whole or in part through financial assistance under this Act.

Section 504 of the Rehabilitation Act of 1973:

No otherwise qualified individual with a disability in the United States, as defined in section 705 (20) of this title, shall solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any Executive agency or by the United States Postal Service.

Title IX:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

Age Discrimination Act of 1975:

No person in the United States shall be, on the basis of age excluded from participation in, denied the benefits of or subjected to discrimination under, any program or activity receiving Federal financial assistance.

Section 188 of the Workforce Innovation and Opportunity Act:

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 Investment Act of 1998 (WIA), 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 WIA 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 WIA 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 program or activity.

Equal Opportunity/ADA Complaint Procedures: Any person seeking information concerning these laws or filing a complaint because of an alleged violation should contact the EEO/ADA Coordinator by one of the following methods: call (800) 775-9767, ext. 6001(TTY 800-750-0750); email comment@wsos.org; or visit the administrative office at 109 S. Front Street, Fremont, OH 43420. If information is needed in another language, please contact (800)775-9767.

Any person who believes she or he has been discriminated against by WSOS may file a complaint by completing and submitting the Comment form to the EEO/ADA Coordinator. WSOS investigates complaints received no more than 180 days after the alleged incident. All complaints will be reviewed in terms of laws, and persons involved will be advised of the provisions of the law and their legal rights.

Once the complaint is received, the EEO/ADA Coordinator will review the complaint to determine if our office has jurisdiction. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office.

WSOS has five business days to investigate the complaint. If more information is needed to resolve the case, WSOS may contact the complainant. The complainant has five business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within five business days, WSOS can administratively close the case. A case can also be administratively closed if the complainant no longer wishes to pursue their case.

After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not an Equal Opportunity/ADA violation and that the case will be closed.

A LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur. If the complainant wishes to appeal the decision, she/he has five business days after the date of the letter or the LOF to do so. The office will maintain a record of all Equal Opportunity complaints.

Participants wishing to pursue a civil rights complaint beyond the agency level should direct their inquiries to the appropriate agency listed below:

(1) *Department of Agriculture:* All programs, services, and regulatory activities relating to farming and the raising of livestock, including extension services.

(2) *Department of Education:* All programs, services, and regulatory activities relating to the operation of elementary and secondary education systems and institutions, institutions of higher education and vocational education (other than schools of medicine, dentistry, nursing, and other health-related schools), and libraries.

(3) *Department of Health and Human Services:* All programs, services, and regulatory activities relating to the provision of health care and social services, including schools of medicine, dentistry, nursing, and other health-related schools, the operation of health care and social service providers and institutions, including “grass-roots” and community services organizations and programs, and preschool and daycare programs.

(4) *Department of Housing and Urban Development:* All programs, services, and regulatory activities relating to state and local public housing, and housing assistance and referral.

(5) *Department of Interior:* All programs, services, and regulatory activities relating to lands and natural resources, including parks and recreation, water and waste management, environmental protection, energy, historic and cultural preservation, and museums.

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(6) *Department of Justice*: All programs, services, and regulatory activities relating to law enforcement, public safety, and the administration of justice, including courts and correctional institutions; commerce and industry, including general economic development, banking and finance, consumer protection, insurance, and small business; planning, development, and regulation (unless assigned to other designated agencies); state and local government support services (e.g., audit, personnel, comptroller, administrative services); all other government functions not assigned to other designated agencies.

(7) *Department of Labor*: All programs, services, and regulatory activities relating to labor and the work force.

(8) *Federal Transit Administration, Office of Civil Rights*: All programs, services, and regulatory activities relating to transportation. Upon receipt of a disability related complaint, the Ohio Department of Transportation, Office of Transit will be notified by email.