



Reporting Discrimination in Workforce Development and Work Readiness Trainings

Overview:

Workforce development and work readiness trainings offered through Worksource Clackamas and partner organizations are open to all qualifying individuals. Services shall not be denied to program participants based on any of the following:

Race, color, religion, ethnicity, national origin, English language proficiency, age, disability, marital or parental status, sex, sexual orientation, gender identity or presentation, criminal history, veteran status, socio-economic status, political affiliation/belief, lawfully admitted immigrants authorized to work in the United States, people enrolled in government assistance programs, or any other statuses protected by the federal government or State of Oregon.

If You Believe You Have Experienced Discrimination:

If you think you have been discriminated against because of protected status while seeking or receiving services, file a complaint within **180 days** from the time of the alleged incident to:

Brent Balog

Equal Opportunity Officer

Clackamas Workforce Partnership

365 Warner Milne Road, Suite 202

Oregon City, OR 97045

Phone: (503) 657-6644

Email: Brent.Balog@clackamasworkforce.org

**Equal opportunity employer with equal opportunity programs.*

**Auxiliary aids and services are available upon request to individuals with disabilities.*

Please Note: This is an unofficial document and is to be shared in addition to a copy of the “Equal Opportunity is the Law” document, which provides details on the official complaint process and “what to do/next steps” if you believe your complaint has been mismanaged. For a full list of options for reporting discrimination, please refer to the “Equal Opportunity is the Law” document. The information listed above is specific to discrimination or refusal of service based on protected status while seeking workforce development and work readiness training or assistance. General complaints about Worksource Clackamas service or personnel, or complaints about employer discrimination, should be immediately made to the WorkSource Clackamas facility supervisor or staff.

WorkSource Oregon is an equal opportunity employer/program. Auxiliary aids and services, and alternate formats are available to individuals with disabilities and language services to individuals with limited English proficiency free of cost upon request. TTY/TDD – dial 7-1-1 toll free relay service. Access free online relay service at: www.sprintrelayonline.com



ATTACHMENT I 9/20/18

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 and Opportunity Act (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. Additionally, discrimination on the grounds of marital status, veteran status, sexual orientation, gender identity/presentation, ethnicity, genetic information, criminal record, or any other status protected by the State of Oregon, is prohibited.

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 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.

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 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.

FOR INFORMATION OR TO FILE A COMPLAINT, CONTACT:

Name: Brent Balog

Address: 365 Warner Milne Road, Suite 202, Oregon City, OR 97045

Phone: (503) 657-6644

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ATTACHMENT II

IGUALDAD DE OPORTUNIDADES ES LA LEY

Es contra la ley para este recipiente o agencia de asistencia financiera federal discriminar basado en lo siguiente: Contra cualquier individuo en los Estados Unidos por razones de raza, color, religión, origen nacional, edad, incapacidad, afiliación política o creencia; y contra cualquier beneficiario de programas de asistencia financiera bajo el Título I del Ley de Oportunidad Y Innovación de la Fuerza Laboral.

Workforce Innovation and Opportunity Act WIOA), por razones de ciudadanía/estado legal del beneficiario como un inmigrante legalmente admitido y autorizado para trabajar en los Estados Unidos, o su participación en cualquiera de los programas o actividades de asistencia financiera del Título I WIOA.

El recipiente o agencia no debe de discriminar en ninguna de las siguientes áreas:
Decidiendo quien va a ser admitido, o tener acceso, a cualquier programa o actividad financiados por el Título I del Acta de Inversión en la Fuerza Laboral; o proveyendo oportunidades en, o negociando con, cualquier persona con relación a tal programa o actividad; o haciendo decisiones de empleo en la administración de, o en conexión con, tal programa o actividad.

QUE HACER SI CREE QUE HA EXPERIMENTADO DISCRIMINACION

Si usted cree que ha sido sujeto a discriminación en algún programa o actividad financiados bajo el Título I WIOA, usted puede someter una queja dentro de 180 días desde la fecha en que ocurrió la violación que alega, con cualquiera de los dos:

El(la) Oficial de Igualdad de Oportunidades (Equal Opportunity Officer) del recipiente o agencia (o la persona que el recipiente o agencia ha designado con este propósito); o El (La) Director(a), Centro de Derechos Civiles (Director, Civil Rights Center, CRC), US Department of Labor, 200 Constitution Ave. NW, Room N-4123, Washington, D.C. 20210.

Si usted presenta una queja con el recipiente o agencia, usted debe esperar hasta que el recipiente o agencia le de por escrito un aviso de acción final, o hasta que hayan pasado 90 días (cualquiera que ocurra primero), antes de presentar una queja con el Centro de Derechos Civiles (vea la dirección arriba). ~ Si el recipiente o agencia no le da un aviso de acción final por escrito, dentro de los 90 días desde el día en que usted presentó su queja, usted no debe de esperar hasta que el recipiente o agencia le de el aviso antes de presentar su queja al Centro de Derechos Civiles. Sin embargo, debe presentar su queja al Centro de Derechos Civiles dentro de 30 días después de la fecha límite de 90 días. (en otras palabras, dentro de 120 días después del día en que usted presentó su queja con el recipiente o agencia). ~ Si el recipiente o agencia le da un aviso escrito de acción final de su queja, pero usted no está satisfecho(a) con la decision o resolución, usted puede presentar una queja con el Centro de Derechos Civiles. Usted debe presentar su queja dentro de 30 días desde la fecha en que recibió el aviso de acción final.

PARA OBTENER INFORMACION O PRESENTAR UNA QUEJA, CONTACTE A:

Name: Brent Balog

Address: 365 Warner Milne Road, Suite 202, Oregon City, OR 97045

Phone: (503) 657-6644

Igualdad en programas y oportunidades de empleo

Equipo y servicios auxiliares para personas con impedimentos estan disponibles al pedirlos