



ETLWDA
WORKFORCE INNOVATION AND
OPPORTUNITY ACT
POLICY MANUAL

Pages: 1
Issued: 13 August 2019
Effective: Immediately

APPROVED: *Martha Afford*

SUBJECT: Equal Opportunity

POLICY STATEMENT: It is against the law for this recipient of Federal financial assistance to discriminate on the following basis: Against any individual in the United States, on the basis of race, color, religion, sex, sexual orientation, gender identity, 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 of 2015 (WIOA) or programs funded through the Department of Housing and Urban Development, 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.

Introduction:

Purpose: Equal Opportunity is the law. The recipient must not discriminate in any of the following areas: Deciding who will be admitted, or have access, to any WIOA Title I or HUD 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.

Eligible WIOA Customer: All WIOA customers, ETHRA employees, and AJC partners

Process: 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 or HUD financially assisted program or activity, you may file a complaint within 180 days from the date of the alleged violation with either:

1. The recipient’s Equal Opportunity officer (or the person whom the recipient has designated for this purpose); or
2. The Director, Civil Rights Center (CRC), U. S. Department of Labor, 200 Constitution Avenue NW, Room N-4123, Washington, DC 20210 or
3. The Director, Office of Departmental Equal Employment Opportunity, Department of Housing and Urban Development, 451 Seventh Street, SW, Washington, DC 20410.

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 the 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 not 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.

U. S. Dept of Labor Director
Directorate of Civil Rights
U.S. Dept. of Labor
200 Constitution Avenue, NW
Room N-4123
Washington, D.C. 20210

Recipient
Mid-Cumberland Human Resource Agency
Jennifer Eppley
2700 Middlebrook Pike
Knoxville, TN 37921
Phone: (865) 594-5500
Fax: (865) 594-2767
TDD/TTY 1-800-848-0298