

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 Web site 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.

WIOA applicants, participants, program staff, and employees affected by their respective Workforce Development system in the following counties may file with the persons in their county as follows:

City and County of Honolulu:

Denise L. Tsukayama, CAAP, EO Officer/ADA Coordinator
925 Dillingham Blvd., Suite 180, Honolulu, HI 96817
Phone: (808) 768-8505 Fax: (808) 768-8480
TDD/TTY: Dial 711 then ask for (808)768-8505
E-Mail: dtsukayama@honolulu.gov

County of Maui:

Diana Merantza, Local-Level EO Officer
200 S. High Street, 6th Floor, Wailuku, HI 96793
Phone: (808) 463-3168
TDD/TTY: Dial 711 then ask for (808) 270-6292
E-Mail: diana.m.merantza@co.maui.hi.us

County of Hawaii:

Ryan K. Caday, Local-Level EO Officer/ADA Coordinator
101 Pauahi Street, Suite 2, Hilo, HI 96720
Phone: (808) 961-8361 Fax: (808) 961-8671
TDD/TTY: Dial 711 then ask for (808) 961-8819
E-Mail: ryank.caday@hawaiicounty.gov

County of Kauai:

Linda Nulan-Ames, WIOA Executive Director
4444 Rice Street, Suite 200, Lihue, HI 96766
Phone: (808) 241-4924 Fax: (808) 241-4924
TDD/TTY: Dial 711 then ask for (808) 241-4924
E-Mail: lnuland@kauai.gov

Department of Labor and Industrial Relations:

David J. Rodriguez, State-Level EO Officer
830 Punchbowl, Room 321, Honolulu, HI 96813
Phone: (808) 586-8855 Fax: 586-9099
E-Mail: dlijr.eeo@hawaii.gov

United States Civil Rights Center:

Director of the Civil Rights Center, U.S. Department of Labor
200 Constitution Avenue, N.W. Room N-4123
Washington D.C. 20210
Phone: (202) 639-6500 Fax: (202) 693-6505
TDD/TTY: Dial 711 then ask for (800) 877-8339
E-Mail: CRCExternalComplaints@dol.gov

CERTIFICATION

This is to certify that the above information on Equal Opportunity and Non-Discrimination was explained to me and that I have received a copy of this notice.

Print Applicant's Name

Applicant's Signature

Date