

It is against the law for the Department of Workforce Services' (DWS), Housing & Community Development Division, a 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, national origin, age disability, political affiliation or belief; and
- Against any beneficiary of programs financially assisted in whole or in part under Section 109 of the Housing & Community Development Act of 1974 on the basis of the beneficiary's race, color, national origin, sex or religion.

What to Do If You Believe You Have Experienced Discrimination

If you think that you have been subjected to discrimination under a Section 109 of the Housing & Community Development financially assisted program or activity, you must file a complaint within 180 days from the date of the alleged violation with either:

The State of Utah, Department of Workforce Services Equal Opportunity Officer:

Carolyn Parsons 801-526-9445 e-mail: cparsons@utah.gov

Customer Relations at (801) 526-4390 or 1-800-331-4341, or in writing to either DWS or the Civil Rights Center, as listed below.

Individuals with speech and /or hearing impairments may call: State Relay at 1-800-346-4128

If you believe you have been discriminated against by DWS or one of its affiliates, you may download the [form 495](#) (pdf format), complete it and either present it to a local Employment Center or mail it directly the EO Officer at the address below.

Equal Opportunity/Customer Relations Department of Workforce Services P.O. Box 45249 Salt Lake City, UT 84145-0249	The Director, Civil Rights Center (CRC) U.S. Department of Labor 200 Constitution Ave. NW, Room N-4123 Washington, DC 20210
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If you file a complaint with DWS, you must wait either until DWS issues a written Notice of Final Action, or until 90 days have passed (whichever is sooner), before filing with the CRC, (see address above).

If DWS does not send 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 DWS 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 DWS). If DWS 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 the CRC. You must file your CRC complaint within 30 days of the date on which you received the Notice of Final Action.