



Equal Opportunity and Nondiscrimination Notice

Reference to 29 CFR 38.30: The notice must contain the following specific wording:

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,
- 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.

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.

CareerSource Suncoast

CareerSource Suncoast (CSS), as the recipient of Federal financial assistance, is obligated to operate all of our programs and activities in a non-discriminatory manner. As part of this obligation, we publicize the name and contact information for our designated Equal Opportunity Officer so that any employee or participant/customer can easily get more information or file a discrimination complaint directly with our office. The name and contact information for the CareerSource Suncoast Equal Opportunity Officer is:

Kathy Bouchard, EO Officer
 CareerSource Suncoast
 3660 N Washington Blvd.
 Sarasota, Florida 34234
 Phone: 941-893-3070
 Email: KBouchard@careersourcesc.com

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 CareerSource Suncoast directly or with either:

Jon Bielby, Equal Opportunity Officer
Office for Civil Rights (OCR)
Florida Department of Commerce
 Caldwell Building – MSC 150
 107 East Madison Street
 Tallahassee, FL 32399-4129
 Phone: 850-245-7180
 Email: Civil.Rights@deo.myflorida.com

The Director
OR Civil Rights Center (CRC)
U.S. Department of Labor
 200 Constitution Avenue NW
 Room N-4123
 Washington, DC 20210

Additional information may also be found on the Department of Economic Opportunity (DEO) website, Office for Civil Rights: <http://www.floridajobs.org/office-directory/office-for-civil-rights/about-our-office>

Discrimination Complaint Assistance

The Office for Civil Rights investigates all discrimination complaints filed with the Department of Economic Opportunity (DEO). These include complaints of alleged employment discrimination filed by DEO employees and complaints of alleged discrimination filed by persons seeking or receiving services provided by federal or state programs administered by DEO.

Complaints of alleged discrimination filed under the Workforce Innovation and Opportunity Act (WIOA) must be filed with the Department's Office for Civil Rights. These complaints must be filed within 180 calendar days of the alleged act of discrimination, unless the filing time is extended for good cause by the U.S. Department of Labor Civil Rights Center.

For non-WIOA complaints, you must also file your discrimination complaint with the appropriate state or federal agency that has jurisdiction over the complaint if you wish to preserve your rights to seek any of the remedies provided under the Florida Civil Rights Act or federal equal employment opportunity laws.

Filing a complaint with the Office for Civil Rights does not extend the deadline for filing the same complaint with another agency.

The Equal Employment Opportunity Commission (EEOC) investigates alleged violations of federal equal employment opportunity laws. When the investigation is complete, the EEOC will issue a determination indicating whether there is a reasonable cause to believe discrimination occurred.

The Florida Commission on Human Relations investigates alleged violations of the Florida Civil Rights Act and federal equal employment opportunity laws pursuant to an agreement with the U.S. Equal Employment Opportunity Commission. When its investigation is complete, the Florida Commission on Human Relations will issue a determination indicating whether there is reasonable cause to believe that discriminatory practice has occurred.

Are you still unsure about where to file, or about filing deadlines? Please contact the Department of Economic Opportunity, Office of Civil Rights [Contact Us. \(civil.rights@deo.myflorida.com\)](mailto:civil.rights@deo.myflorida.com)

Other Discrimination Complaint Assistance Resources

If you would like additional information about discrimination policies and procedures, please visit the websites listed below.

- [Equal Employment Opportunity Commission](http://www.eeoc.gov/) (<http://www.eeoc.gov/>)
- [Florida Commission on Human Relations](http://fchr.state.fl.us/) (<http://fchr.state.fl.us/>)
- [Civil Rights Center, U.S. Department of Labor](http://www.dol.gov/oasam/programs/crc/) (<http://www.dol.gov/oasam/programs/crc/>)

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.