



# “We Believe in Equal Opportunity”

***Welcome to an employment and training program sponsored by Central Valley Opportunity Center with funding from the Department of Labor and/or HEP/GED.***

## **Equal Opportunity is the Law**

It is against the law for Central Valley Opportunity Center (CVOC), as a recipient of Federal financial assistance, to discriminate on the following basis:

- Against an 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 Investment Act of 1998 (WIA), 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 WIA Title I financially assisted program or activity.

Central Valley Opportunity Center must not discriminate in any of the following areas:

- Deciding who will be admitted, or have access, to any WIA 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 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 WIA Title I-financially assisted program or activity or other program operated by CVOC, you may file a complaint within 180 days from the date of the allegation with Central Valley Opportunity Center’s Executive Director, Jorge De Nava, located at CVOC’s administrative office, 6838 Bridget Court, Winton, CA 95388. Phone: 209-357-0078. Email: [jdenava@cvoc.org](mailto:jdenava@cvoc.org).

*You may also contact:*

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 Central Valley Opportunity Center (CVOC), you must either wait until CVOC issues a written Notice of Final Action or until 90 days have passed (whichever is sooner), before filing with the Civil Rights Center.

If CVOC does not give you a written Notice of Final Action within 90 days of the day you filed your complaint, you do not have to wait for CVOC 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 order words, within 120 days after the day you filed your complaint with CVOC).

If CVOC 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 you received the Notice of Final Action.