

**EQUAL EMPLOYMENT PRACTICES COMMISSION
CITY OF NEW YORK**

RESOLUTION #2014/810C-28: Determination of **Compliance** (Monitoring Period Not Required) by the Department of Buildings with the Equal Employment Practices Commission's required corrective actions pursuant to the audit and evaluation of its Discrimination Complaint and Investigation Procedures from January 1, 2012 through December 30, 2013.

Whereas, pursuant to Chapter 36, Section 831(d)(2) and (5) of the New York City Charter, the Equal Employment Practices Commission is authorized to audit and evaluate the employment practices, programs, policies, and procedures of city agencies and their efforts to ensure fair and effective equal employment opportunity for minority group members and women, and to make recommendations to city agencies to insure equal employment opportunity for minority group members and women; and

Whereas, pursuant to Chapter 36, Section 831(d)(2), this Commission has adopted *Uniform Standards for EEPC Audits* and *Minimum Equal Employment Opportunity Standards for Community Boards* to assess agencies' EEO programs and policies for compliance with federal, state and local laws, regulations, policies and procedures which are designed to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination in employment within municipal government; and

Whereas, the Equal Employment Practices Commission conducted an audit and analysis of the Department of Buildings' (DOB) Discrimination Complaint and Investigation Procedures in accordance with established protocols, and issued a preliminary determination letter, dated September 8, 2014, setting forth findings and the following required corrective action:

1. Establish a complaint tracking and monitoring system that permits the agency - in addition to identifying the location, status, and length of time elapsed in the EEO complaint process, the issues and the bases of the complaints, and the aggrieved individuals - to identify the specific departments/units where the allegations arose in order to analyze complaint activity and recognize trends within the agency.

Whereas, the DOB submitted its response to the EEPC's preliminary determination letter, on September 11, 2014, with documentation of its actions to rectify the required corrective action; and

Whereas, in accordance with Chapter 36, Section 832(c) of the New York City Charter, the EEPC considered the agency's response and accepted documentation for implementation of the aforementioned corrective action; and

Whereas, at the EEPC's request pursuant to Section 815.a.(15) of the New York City Charter, the DOB submitted a copy of the agency head's memorandum to staff dated

September 15, 2014, which outlined the corrective action implemented in response to the EEPC's audit and reiterated his commitment to the agency's EEO Program; and

Whereas, all of the EEPC's corrective actions are required by, or are consistent with, federal, state and local laws, regulations, policies and procedures which are designed to increase equality of opportunity for women, minorities, and other employees and job applicants identified for protection from discrimination in employment within municipal government; Now Therefore,

Be It Resolved, that the Department of Buildings has implemented the required corrective action deemed necessary to ensure compliance with the equal employment opportunity standards of this Commission and requirements of Chapters 35 and 36 of the City Charter.

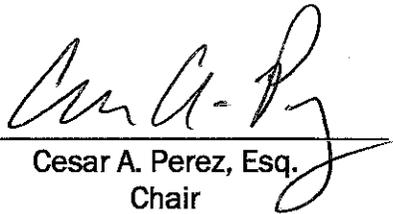
Be It Finally Resolved, that the Commission authorizes Chair Cesar A. Perez, Esq., to forward this Determination to Rick D. Chandler, P.E., Commissioner of the New York City Department of Buildings.

Approved unanimously on September 18, 2014.

Elaine S. Reiss, Esq.
Commissioner

Angela Cabrera
Commissioner

Malini Cadambi Daniel
Commissioner



Cesar A. Perez, Esq.
Chair



Rick D. Chandler, P.E.
Commissioner

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TO: All Staff
FROM: Rick Chandler 
DATE: September 15, 2014
RE: Equal Employment Practices Commission Audit

The Equal Employment Practices Commission (EEPC) recently completed an audit of the Department of Buildings' (DOB) compliance with the City's Equal Employment Opportunity Program. The audit specifically addressed the period from January 1, 2012 through December 31, 2013 in order to ascertain how effectively the Agency is complying with the standards set forth in the City's Equal Employment Opportunity Policy (EEO).

I am pleased to report that the EEPC listed only a few recommendations which the Agency has already implemented:

The Agency's current Complaint Log should identify the location within the agency where the allegations arose in order to analyze complaint activity and recognize trends within the agency.

Distribute a memorandum signed by the agency head informing employees of the changes implemented in the EEO Program pursuant to the EEPC's audit/analysis and re-emphasizing the agency head's commitment to the EEO Program.

The Department of Buildings (DOB) plays a critical role in improving the lives of New Yorkers. Since the people of our Agency are our greatest asset, DOB is committed to maintaining sustainable and equitable employment practices free of illegal discrimination, including harassment based on protected groups identified under federal, state and city employment law statutes. I affirm DOB's continued commitment to maintaining fair employment practices for all employees and applicants for employment to promote a work environment that values equity, inclusion of, and respect for all.

I encourage everyone to access all available EEO resources within DOB and any concerns you may have should be directed to the EEO Officer, Bernadette Nespole, at (212) 393-2202.