

IV. Nature of Complaint

A. What is the alleged basis of discrimination? (Check any which apply)

- | | |
|--|--|
| <input type="checkbox"/> Age (specify) _____ | <input type="checkbox"/> Marital Status (specify) _____ |
| <input type="checkbox"/> Alienage/Citizenship (specify) _____ | <input type="checkbox"/> National Origin (specify) _____ |
| <input type="checkbox"/> Color (specify) _____ | <input type="checkbox"/> Race (specify) _____ |
| <input type="checkbox"/> Disability (specify) _____ | <input type="checkbox"/> Religion (specify) _____ |
| <input type="checkbox"/> Gender (specify) _____ | <input type="checkbox"/> Sexual Harassment |
| <input type="checkbox"/> Military Status | <input type="checkbox"/> Sexual Orientation (specify) _____ |
| <input type="checkbox"/> Arrest/Conviction | <input type="checkbox"/> Victim of Domestic Violence, Stalking or Sex Offenses |
| <input type="checkbox"/> Retaliation for filing /opposing /assisting in investigation of complaint | <input type="checkbox"/> Predisposing Genetic Characteristic |
| | <input type="checkbox"/> Partnership Status |

B. Explain what alleged discriminatory act(s) took place.

C. Name of person(s) you believe discriminated against you (please give name, title and division of each).

D. When did the alleged discrimination occur? Please be as specific as possible as to date(s) and time(s) of occurrence(s).

E. Where did it take place? Please be as specific as possible as to the location of alleged discriminatory act(s).

F. Were there witnesses to the alleged discrimination? Please give name(s), title(s) and division(s) and telephone number(s) of each witness.

G. Did you report the alleged discrimination to anyone? If so, please state the name(s), title(s), division(s) and telephone number(s) of each person to whom you reported.

H. What corrective action do you want taken?

**GOVERNMENT AGENCIES WHICH ADDRESS COMPLAINTS OF EMPLOYMENT
DISCRIMINATION**

Any employee or applicant for employment that believes he or she has experienced discrimination has a right to file a formal complaint with the federal, state or local agencies listed below. A person does not give up this right when a complaint is filed with the Department of Equal Opportunity. The following federal, state and local agencies enforce laws against discrimination:

NEW YORK CITY COMMISSION ON HUMAN RIGHTS

40 Rector Street, 9th Floor
New York, New York 10006
(212) 306-7500

NEW YORK STATE DIVISION OF HUMAN RIGHTS

**(MAIN OFFICE – NO COMPLAINTS – INDIVIDUALS WITH COMPLAINTS ARE USUALLY GIVEN ADDRESS/
TELEPHONE NO. OF NEAREST LOCATION TO INDIVIDUAL)**

1 Fordham Plaza
Bronx, New York 10458
(718) 741-8400

20 Exchange Place, 2nd Floor
New York, New York 10005
(212) 480-2522

163 West 125th Street, 4th Floor
New York, New York 10027
(212) 961-8650/51/52

55 Hanson Place, Room 304
Brooklyn, New York 11217
(718) 722-2856

175 Fulton Avenue, Suite 211
Hempstead, New York 11550 **(LONG ISLAND)**
(516) 538-1360

UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

New York District Office

33 Whitehall Street, 11th Floor
New York, New York 10004
(212) 336-3620

Note: There are statutory deadlines for filing complaints with each of the agencies listed above. Employees are advised to contact the respective agency where they wish to file a complaint in order to find out the applicable deadline.

I affirm that I have read the complaint of alleged discrimination and that it is true, to the best of my knowledge, information and belief. I affirm that I have read the above notice concerning my rights to file a complaint with federal, state and local civil rights enforcement agencies.

Movaris Reference No. _____

Date

Complainant's Signature

FOR OFFICE USE ONLY

Date

EEO Intake

Date Interviewed _____

By _____

NJL? Yes No



NEW YORK CITY HOUSING AUTHORITY

250 BROADWAY • NEW YORK, NY 10007

TEL: (212) 306-3000 • <http://nyc.gov/nycha>

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MARGARITA LOPEZ
MEMBER

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SECRETARY

DOUGLAS APPLE
GENERAL MANAGER

Re: EEO Case No.

Dear

On, _____, this office received your complaint of alleged employment discrimination. After a careful review of your allegation, the Department of Equal Opportunity (DEO) has determined that the issues raised are not within the jurisdiction of DEO.

It is the policy of the New York City Housing Authority to provide equal opportunity in employment for all qualified personnel, and to prohibit discrimination in the terms, conditions or privileges of employment on the basis of race, color, religion, creed, national origin, alienage or citizenship status, age, marital status, partnership status, disability, predisposing genetic characteristic, sexual orientation, gender (sex), military service, prior record of arrest or conviction or status as a victim of domestic violence, sex offenses or stalking, and to maintain an environment free of harassment on any of the above-noted protected grounds, including sexual harassment and retaliation, in compliance with all applicable laws.

Accordingly, DEO has referred your matter the appropriate department or departments checked below to address your concerns.

Very truly yours,

Celeste T. Segure, Assistant Director
Office of Employment & Fair Housing Investigations