

Illinois Department of Commerce and Economic Opportunity

Pat Quinn
Governor

Warren Ribley
Director

EQUAL OPPORTUNITY IS THE LAW

It is against the law for the Illinois Department of Commerce and Economic Opportunity (DCEO), a 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, 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.

DCEO 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 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 WIA 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 State Equal Opportunity Officer for WIA
Bureau of Workforce Development
620 East Adams Street – Second Floor
Springfield, Illinois 62701

or:

The Director of the 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 DCEO, you must either wait until DCEO 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 DCEO 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 DCEO 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 DCEO.)

If DCEO 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 DCEO Notice of Final Action.

DCEO is an equal opportunity employer and complies with all state and federal nondiscrimination laws in the administration of its program. Auxiliary aids and services are available upon request to individuals with disabilities. Contact the Office Manager of the DCEO office nearest you or the State Equal Opportunity Officer for WIA, Willis B. Bailey, at (217) 785-6474 or TTY (800) 785-6055, or via email to willis.bailey@illinois.gov.

WIA encourages the informal, local resolution of complaints whenever possible. Following is the contact information for the Equal Opportunity Officer for Local Workforce Area #11: Deborah Lake, Grundy Livingston Kankakee Workforce Board, 187 S. Schuyler Avenue, Suite 560, Kankakee, IL 60901; Tel. No. 815-935-0074; TDD/TTY: 800-526-0844

Customer Signature

Date

Intake Specialist Signature

Date