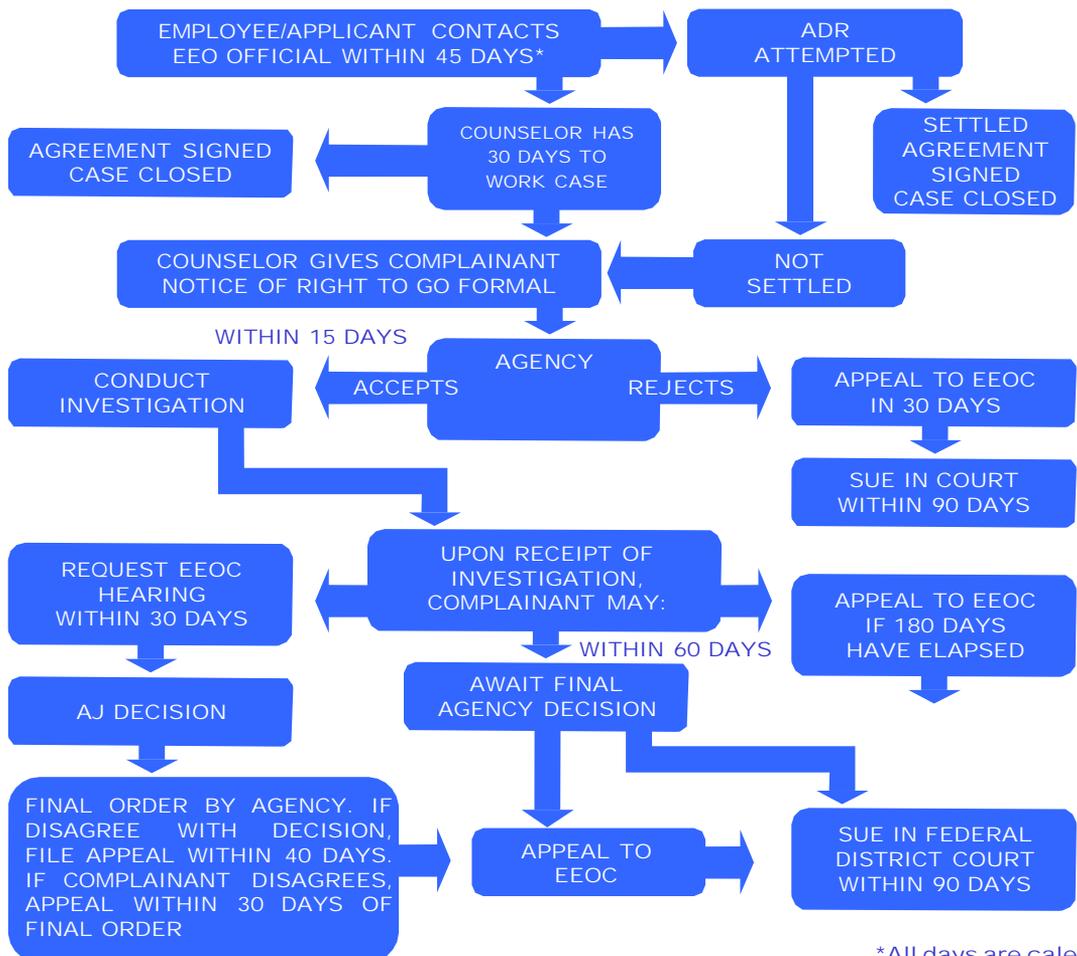


FEDERAL EQUAL EMPLOYMENT OPPORTUNITY (EEO) COMPLAINT PROCESS (29 CODE OF FEDERAL REGULATIONS 1614)

INDIVIDUAL CASES - Any employee, previous employee, or applicant for employment who feels he/she has been discriminated against because of race, color, religion, sex, national origin, age (40+), or mental, physical disability or reprisal for EEO involvement may file a complaint by initiating timely contact with the Agency's EEO Department personnel that allegedly discriminated against the complainant within 45 days of the alleged discriminatory act. If complaint is based on age, the complainant can bypass the administrative process and file a civil action within 180 days of date discrimination occurred. Alternative dispute resolution can be attempted at any stage of the complaint process by mutual consent of the employee and management. If complaint is based on sexual orientation, an employee may seek assistance from the Merit Systems Protection Board, Office of Special Counsel, Negotiated Grievance Procedure, or the Agency Grievance Procedure.

EEO COMPLAINT PROCESS



*All days are calendar