



Policy Name: Equal Opportunity Policy

Policy Number: PM-6

Supersedes: Equal Opportunity 7/1/2016

Affects: WIOA Welfare Wagner Peyser Other

Requires a Workforce Services Plan Revision: Yes No

Approved by: *Nancy Dischinat*
Nancy Dischinat, Executive Director

6/13/2023
Date

Effective Date: June 13, 2023

Authority:

This policy is issued under the authority of the Workforce Board Lehigh Valley Executive Director who is authorized to issue interpretations and exceptions as supported by applicable law, rules and regulations.

Purpose:

Establish the Equal Opportunity policy for the Workforce Board Lehigh Valley (WBLV) for services offered through Title I of the Workforce Innovation & Opportunity Act (WIOA).

Background:

The Workforce Innovation and Opportunity Act (WIOA) prohibits discrimination against individuals in any program or activity that receives financial assistance under Title I of WIOA as well as by the one-stop partners listed in WIOA Section 121 (b) that offer programs or activities through the one-stop/American Job Center workforce development system. WIOA Section 188 prohibits discrimination because of race, color, religion, sex, national origin, age, disability, political affiliation or belief, and for beneficiaries, applicants, and participants only, citizenship status or because of an individual's participation in a program or activity that receives financial assistance under Title I of WIOA.

Policy:

The WBLV endorses and promotes equal opportunity in all its endeavors. All services and benefits will be provided without regard to race, color, religion, sex, national origin, age, disability, political affiliation or belief, and for beneficiaries, applicants, and participants only, citizenship status or because of an individual's participation in a program or activity that receives financial assistance under Title I of WIOA.

Complaints alleging discrimination will be processed through procedures outlined in the Equal Opportunity (EO) is the Law notice.

The EO Law notice must be prominently posted at PA CareerLink® Lehigh Valley and subrecipient sites. It must also be available in alternative formats for persons with disabilities.

Individuals applying for or receiving services under Title I of WIOA shall be provided with a copy of the EO Law notice, and a record that such notice has been given in the participant's file.

All recruitment brochures and other materials which are ordinarily distributed to the public to describe programs funded under WIOA must certify equal opportunity by including the following taglines: "Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities."

Attachment(s):

Equal Opportunity is the Law Notice

References:

Section 188(a) Workforce Innovation & Opportunity Act (WIOA)
Training and Employment Notice (TEN) 23-15
29 CFR Part 38

EQUAL OPPORTUNITY IS THE LAW CIVIL RIGHTS STATEMENT

It is against the law for this recipient of Federal financial assistance to discriminate on the following basis:

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 Innovation and Opportunity Act (WIOA), 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 WIOA Title I-financially assisted program or activity.

The recipient must not discriminate in any of the following areas:

Deciding who will be admitted, or have access, to any WIOA 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 you have been subjected to discrimination under a WIOA 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 recipient's Equal Opportunity Officer (or the person whom the recipient has designated for this purpose); or

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 the recipient, you must wait either until the recipient 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 the recipient 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 the recipient to issue that Notice before filing a complaint with the 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 the recipient).

If the recipient 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 the CRC. You must file your CRC complaint within 30 days of the date on which you received the Notice of Final Action.

FOR INFORMATION OR TO FILE A COMPLAINT, CONTACT:

LOCAL EQUAL OPPORTUNITY

Nanse Wolfington
equalopportunity@careerlinklv.org
Workforce Board Lehigh Valley
555 Union Blvd.
Allentown, PA 18109
Phone: 610-841-8332
Dial 711 for TTY-based
Telecommunications Relay Service

STATE AGENCY EQUAL OPPORTUNITY

James J. Kayer
jkayer@pa.gov
Department of Labor & Industry
Office of Equal Opportunity
651 Boas Street, Room 1402
Harrisburg, PA 17121
Phone: 717-787-1182 or 800-622-5422
TDD/TTY: 800-654-5984 Fax: 717-772-2321

Auxiliary aids and services are available upon request to individuals with disabilities.
Equal Opportunity Employer Program

IGUALDAD DE OPORTUNIDAD IS LA LEY DECLARACIÓN DE DERECHOS CIVILES

Es contra la ley que este destinatario de asistencia financiera federal discrimine por las siguientes razones:

En contra de cualquier individuo en los Estados Unidos por razón de, raza, color, religión, sexo, edad, incapacidad, origen nacional, afiliación política o credo; y

En contra de cualquier beneficiario de programas asistidos financieramente bajo el Título I de "Workforce Innovation and Opportunity Act" (WIOA), por razón del estatus de ciudadanía siendo un inmigrante legalmente autorizado para trabajar en los Estados Unidos o de su participación en cualquiera de los programas o actividades financieramente asistidos por WIOA Título I.

El destinatario no discriminará en ninguna de las siguientes áreas:

Decidiendo quien será admitido o tendrá acceso a cualquiera de los programas o actividades de WIOA asistidos financieramente por el Título I;

Proveyendo oportunidades en o el tratamiento de cualquier persona con relación a semejante programa o actividad; o en la toma de decisiones de empleo en la administración de o en conexión con semejante programa o actividad.

¿QUE HACER SI USTED CREE QUE HA EXPERIMENTADO DISCRIMINACIÓN?

Si usted cree que ha estado sujeto a discriminación bajo cualquiera de los programas o actividades de WIOA asistidos financieramente por el Título I, usted puede presentar una querrela dentro de los primeros 180 días después de la alegada violación

al Oficial de Oportunidad de Igualdad (Equal Opportunity Officer) del destinatario (o la persona designada por el destinatario para este propósito); o

El director del Centro de Derechos Civiles (Civil Rights Center [CRC]), U.S. Department of Labor,
200 Constitution Avenue NW, Room N-4123, Washington, DC 20210.

Si usted presenta un querrela al destinatario, deberá esperar hasta que el destinatario expida una Notificación de Acción Final por escrito o hasta que pasen 90 días (lo primero que suceda), antes de presentar la querrela al Centro de Derechos Civiles (Civil Rights Center) (vea la dirección arriba).

Si el destinatario no le provee una Notificación de Acción Final por escrito dentro de 90 días de la fecha cuando usted presentó su querrela, usted no tiene que esperar que el destinatario expida la notificación antes de presentar su querrela al CRC. Sin embargo, deberá presentar su querrela dentro de 30 días después del límite de 90 días (en otras palabras, 120 días después de haber presentado la querrela al destinatario).

Si el destinatario le expide una Notificación de Acción Final por escrito respondiendo a su querrela pero usted no está satisfecho con la decisión o resolución, usted puede presentar su querrela a CRC. Su querrela deberá ser presentada al CRC dentro de 30 días de la fecha en que usted reciba su Notificación de Acción Final.

PARA INFORMACIÓN O PARA REGISTRAR UNA QUERRELA, COMUNIQUESE CON:

LOCAL EQUAL OPPORTUNITY

Nanse Wolfington

equalopportunity@careerlinklv.org

Workforce Board Lehigh Valley

555 Union Blvd.

Allentown, PA 18109

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Ayudantes auxiliares y servicios está disponibles para individuos con incapacidades si así lo requieren.

Programa de oportunidades de igualdad del