

Oklahoma Employment Security Commission

Jon Brock, Executive Director



Frank Keating, Governor

Representing Employers

George Ollie, Jr., Commissioner

Ted Weber, Commissioner

Representing the Public

Rev. W. B. Parker, Chairman

Representing Employees

David Hill, Commissioner

DeWayne Goodman, Commissioner

OKLAHOMA EMPLOYMENT AND TRAINING ISSUANCE #3-2001

Date: January 8, 2001

To: WIA Staff, EO Officer

From: Eddie Foreman

Subject: WIA Complaint Report Log

BACKGROUND: 29 CFR Part 37.70: Pursuant to these requirements federal regulations established the discrimination complaint system and its administrative and processing procedures for WIA.

MESSAGE: Discrimination complaints alleging violation(s) of Title VI of the Civil Rights Act, Title IX of the Education Amendments, the Age Discrimination Act, Section 504 of the Rehabilitation Act, Title IIA of the ADA "can" be filed with the U.S. DOL, Center of Civil Rights (CRC) or with the WIA recipient of federal funds. See WIA Discrimination Complaint Processing Procedures, memo OETI #2-2001. A DOL Complaint Information form (CIF) should be used for these types of complaints. (See Attachments)

ACTION REQUIRED: The attached CIF can be reproduced when needed. Upon receipt, please begin using updated forms.

LWIAs should establish a complaint report log and record all discrimination complaints.

LWIAs should continue to submit a written monthly discrimination complaint report to Billie Barron at OESC, 405/557-5323.

Each LWIA office should have a complaint file. In this file should be copies of written complaints, letters to the complainants indication receipt of their complaint and what enforcement agency their complaint was referred to as well as copies of your monthly complaint log report. The complaints should be held for at least one (1) year, unless it is a WIA-related Discrimination Complaint and it should be held for three (3) years.

CONTACT PERSON: Barbara Williams, 405/557-7255, WRB and Billie Barron, 405/557-5323.