

# Title VI Information

Title VI of the Civil Rights Act of 1964 and related acts, regulations, and other pertinent directives, circulars, policies, memorandums, and/or guidance protect people from discrimination based on race, color, national origin, sex, age, disability, low-income, or LEP (Limited English Proficiency) in programs or activities that receive Federal financial assistance.



**Title VI Program  
Oklahoma Department  
of Public Safety  
Oklahoma Highway  
Patrol, Troop S  
200 N.E. 38th Terrace  
Oklahoma City, OK  
73105**

**Phone: (405) 521-6060**

**Fax: (405) 702-0819**

**<http://www.ok.gov/ohpcmve>**

# Oklahoma Department of Public Safety



# Title VI

**NON-DISCRIMINATION**

# Complaint

Any person who believes that he or she, individually, as a member of any specific class, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, as amended, may file a complaint with the Title VI Coordinator.

Title VI Complaints must be filed within 180 days of the alleged discriminatory event or practice.

# Complaint Submission

Complaints must be filed using DPS' Title VI Complaint Form and submitted electronically, in person, by mail, or fax to:

**Attn: Title VI Program Coordinator  
Oklahoma Department of Public Safety  
Oklahoma Highway Patrol, Troop S  
200 NE 38<sup>th</sup> Terrace  
Oklahoma City, OK 73105**

**Fax # 405-702-0819**

<http://www.ok.gov/ohpcmve>

# Complaint Process

## Intake

- Upon receipt of the complaint form the Title VI Program Coordinator or designee will review and determine the appropriate action.
- Within ten (10) business days, the Title VI Program Coordinator or designee will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to be taken to process the allegation.

## Investigation

- Within sixty (60) calendar days from the date the original complaint was received, DPS will conduct an investigation into the allegation(s) based on the information provided.
- DPS will conduct an in-depth, personal interview with the person making the complaint(s).
- Investigation Report.
- Evaluation regarding merit of allegation(s).

## Determination

- The Title VI Program Coordinator shall mail the complainant a letter, which details the findings, conclusions, and any corrective action taken. The letter shall address all issues in the complaint and be mailed within ninety (90) calendar days of receipt of the complaint.