

# Civil Rights Discrimination

**BASIS OF COMPLAINT:** (Mark all that apply)

## Complaint Form

### COMPLAINANT INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Email: \_\_\_\_\_

I am filing a complaint on behalf of:

- self    someone else

### NARRATIVE

**You MUST file your complaint within 180 calendar days of incident.** You are not required to use this form to file a complaint. In your complaint, explain in as much detail as possible, how you were

discriminated against. Include all relevant names and dates. Attach any additional documentation, as necessary, to your complaint. Someone from the Office of Civil Rights will be in contact with you within **7 business days** of receiving the complaint.

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#### Federal & State

- Race
- Color
- National Origin
- Age
- Sex
- Disability
- Low-Income
- Limited English Proficiency

#### State Only

- Sexual Harassment
- Sexual Orientation (*MDT employees only*)
- Political Belief
- Genetic Material
- Veteran Status
- Physical Disability
- Mental Disability
- Marital Status
- Religion/Creed
- Pregnancy
- Culture/Social
- Origin/Ancestry
- Hostile Work Environment
- Retaliation

I am filing a complaint on the following Division:

- Central Services
- Crime Control
- Criminal Investigation
- Forensic Science
- Gambling Control
- Highway Patrol
- Information Technology Services
- Legal Services
- Motor Vehicle

If you believe discrimination is occurring in any of MT DOJ's programs or services, please contact:

**MDOJ Central Services Division**  
**ATTN: HR Manager**  
840 Helena Avenue, PO Box 201404  
Helena, MT 59620  
**Voice:** (406) 444-4229  
**Fax:** (406) 444-1887

MDOJ attempts to provide accommodations for any known disability that may interfere with a person participating in any service, program, or activity of the Department. Alternative accessible formats (e.g. large print, audio cassettes, etc.) of this document will be provided upon request. For further information, please call (406) 444-4229.

#### Mail, fax or hand deliver complaints to:

Montana Department of Justice  
HR Manager  
840 Helena Avenue  
PO BOX 201404  
Helena, MT 59620-1001

**Fax:** (406) 444-1887



# Non-Discrimination & Accessibility

**For more information on at ADA, Title VI, Title VII, or non-discrimination at MDOJ, visit our website:**  
<https://dojmt.gov>

For additional copies of this document or questions, please contact the EEO Specialist at:  
(406) 444-6334

## Non-Discrimination Authorities

- \* **Title VI of the Civil Rights Act** of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; which also includes FMCSA-only programs or activities (49 CFR Part 303);
- \* **Federal-Aid Highway Act** of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- \* **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- \* The **Age Discrimination Act** of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- \* **Airport and Airways Improvement Act** of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);

## Authorities (continued)

- \* Titles II and III of the **Americans with Disabilities Act**, which prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- \* The **Federal Aviation Administration's Non-Discrimination statute** (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- \* **Title IX of the Education Amendments** of 1972, as amended, which prohibits discrimination because of sex in education programs or activities (20 U.S.C. § 1681 et seq.).
- \* Executive Order 12898, Federal Actions to Address **Environmental Justice** in Minority Populations and Low-Income Populations, which prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;

## Authorities (continued)

- \* Executive Order 13166, Improving Access to Services for Persons with **Limited English Proficiency**, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English Proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- \* Executive Order 13672 extends protection against discrimination in hiring and employment in the civilian federal workforce by federal contractors on the basis of both sexual orientation and gender identity.
- \* Mont. Code Ann. § 49-3-205 Governmental services;
- \* Mont. Code Ann. § 49-3-206 Distribution of governmental funds;
- \* Mont. Code Ann. § 49-3-207 Nondiscrimination provision in all public contracts.

Montana Department of Justice (MDOJ) is committed to conducting all of its business in an environment free of discrimination, harassment, and retaliation. In accordance with State and Federal law MDT prohibits any and all discrimination on the basis of protected classes by its employees or anyone with whom MDOJ chooses to do business.