

If the complaint is accepted, a request for an investigation by the Office of Complaint Investigations will be submitted. An investigator will be assigned and a fact finding conference will be held. The investigation must be completed within 180 days of receipt of the complaint, unless an extension is agreed to by the complainant or representative.

Once the investigation is completed, the investigator will issue a Report of Investigation (ROI). The complainant (and his/her representative, if applicable) will receive a copy of the ROI with a written Post-Investigation Notice of Options. Within 30 days of receipt of this Notice, the Complainant may choose to have the complaint heard before an EEOC Administrative Judge, or to have a Final Agency Decision (FAD) on the merits of the case as it stands. If the ROI is not received by the complainant after 180 days from the date OCI received the complaint, the complainant may appeal directly to the EEOC.

The complainant may file a civil suit within 90 days after receiving an EEOC decision, or within 90 days after receiving a FAD; or within 180 days after an appeal to the EEOC and not receiving a decision.

The governing laws and regulations of EEO are:

Title VII of the Civil Rights Act of 1964;
Age Discrimination in Employment Act;
The Rehabilitation Act;
The Equal Pay Act
Americans with Disabilities Act of 1990
Civil Rights Act of 1991;
Numerous Executive Orders
Older Workers Benefit Protection Act (OWBPA)

For Federal Sector processing within the Department of the Army, additional regulations include:

Title 29 Code of Federal Regulations, Part 1614;
Army Regulation 690-600
EEOC MD 110



U.S. Army Corps of Engineers
New England District
Equal Employment Opportunity Office
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Concord, Massachusetts 01742-2751
(978) 318-8448

EEO Staff:

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Please contact the above staff member for assignment of an EEO Counselor

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Previous editions are obsolete



**US Army Corps
of Engineers®**
New England District

EQUAL EMPLOYMENT OPPORTUNITY



**U.S. Army Corps
of Engineers**
New England District

“The Model Employer with a Diverse and Effective Workforce Founded upon Equality of Opportunity”

Equal Employment Opportunity

The Equal Employment Opportunity (EEO) Program exists to ensure a working environment free of discrimination, and to provide for equal opportunity in all aspects of employment. EEO consists of three integral programs that assist to accomplish this goal: The Affirmative Employment Program (AEP), the Special Emphasis Program (SEP), and the Complaint Processing System.

Affirmative Employment Program

The Affirmative Employment Program (AEP), promotes equal employment opportunity for Army civilian employees and applicants. The program provides command-wise guidance to remove barriers to the employment and advancement of women, minorities, and individuals with disabilities.

An Affirmative Action Program Plan identifies barriers to employment and advancement of women, minorities, individuals with disabilities, and disabled veterans. The plan sets goals and objectives for elimination of the identified barriers. The plan also includes initiatives to address under-representation, a comprehensive action plan to prevent sexual harassment in the workplace, and other affirmative action efforts

Special Emphasis Programs

Special Emphasis Programs have been established to address the employment issues and concerns of women, Hispanics, Blacks, Asian Americans/Pacific Islanders, American Indians/Alaskan Natives, and individuals with disabilities to include disabled veterans.

New England District’s Special Emphasis Programs: Strive to ensure equal employment opportunity in the hiring, advancement, training and treatment of all employees and applicants for employment; strive to achieve a diverse civilian work force with representation at every major organizational element, occupational category, and grade level in numbers equivalent to their representation in the relevant civilian work force; strive to integrate the goals and objectives of the SEP into all aspects of civilian personnel management; strive to ensure access to building and facilities, physical structures or environment to individuals with disabilities; and strive to ensure reasonable accommodation and non-discrimination of individuals with disabilities.

New England District
Special Emphasis Program Managers are:

Black Employment Program

Grace Moses, (978) 318-8717

Hispanic Employment Program

Ruthann Brien, (978) 318-8054

Federal Women’s Program

Denise Kammerer-Cody, (978) 318-8105

Asian-American/Pacific Islander Employment Program

Kate Atwood, (978) 318-8537

American Indian/Alaskan Native Employment Program

Vacant, (978)318-8xxx

Program for Individuals with Disabilities

Jackie DiDomenico, (978) 318-8448

How to File and EEO Complaint of Discrimination

The EEO Complaints Processing Program provides employees and applicants with a means of redress in instances in which they believe they have suffered employment discrimination.

If you believe you have been discriminated against on the basis of Race, Color, Religion, Sex, National Origin, Age, Physical or Mental Handicap, or Reprisal, you must contact the EEO Office within 45 calendar days of the discriminatory act or incident.

An EEO Counselor will be assigned to conduct an inquiry into the allegation(s), and attempt a resolution. The Counselor has 30 days to complete the inquiry, however under certain circumstances, this period can be extended an additional 60 days.

During this informal inquiry, the EEO Officer may also offer Alternative Dispute Resolution (ADR) to the aggrieved. If the ARD is unsuccessful in resolving the complaint, or if the counselor is unable to resolve the complaint within the time allotted, the aggrieved will be given a final interview and a written Notice of Right to File a Formal Complaint. The Formal Complaint must be filed within 15 calendar days of receiving this notice.

Once a Formal Complaint is filed, the EEO Manager will accept or dismiss in whole or in part within 5 days of receipt. If the complaint is dismissed, the complainant will receive a written Notice of Dismissal, and appeal rights.