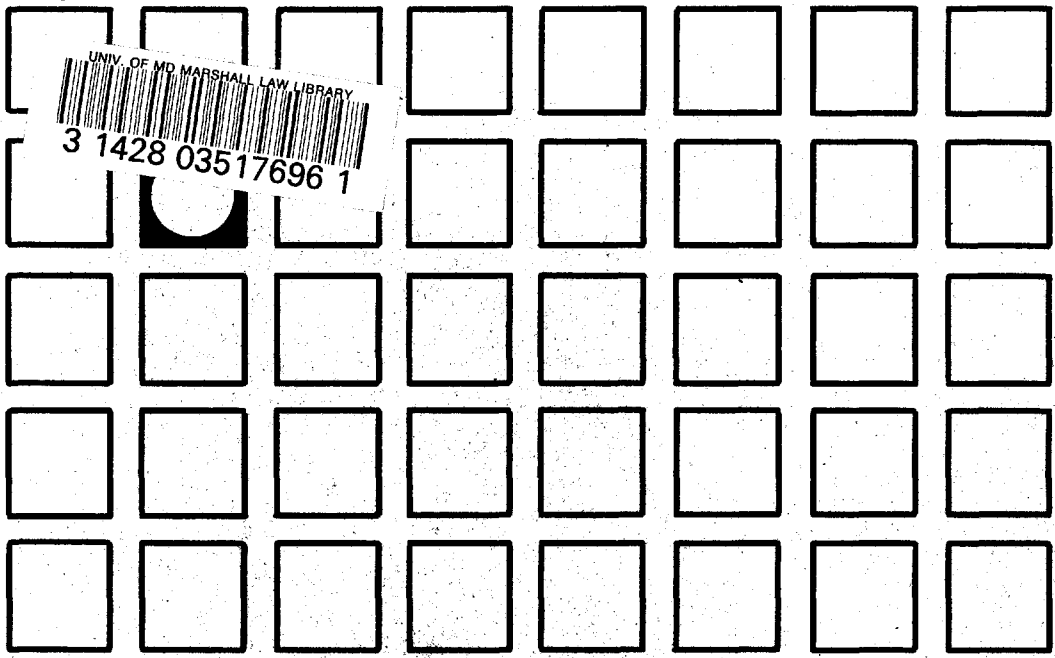


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# WHO Will Listen?

## **U.S. COMMISSION ON CIVIL RIGHTS**

**John A. Hannah, Chairman**

**Eugene Patterson, Vice Chairman**

**Frankie M. Freeman**

**Rev. Theodore M. Hesburgh, C.S.C.**

**Robert S. Rankin**

**William L. Taylor, Staff Director**

**The U.S. Commission on Civil Rights is a temporary, independent, bipartisan agency established by Congress in 1957 and directed to:**

- **Investigate complaints alleging that citizens are being deprived of their right to vote by reason of their race, color, religion, or national origin, or by reason of fraudulent practices;**
- **Study and collect information concerning legal developments constituting a denial of equal protection of the laws under the Constitution;**
- **Appraise Federal laws and policies with respect to equal protection of the laws;**
- **Serve as a national clearinghouse for information in respect to denials of equal protection of the laws; and**
- **Submit reports, findings, and recommendations to the President and the Congress.**

**if you have a civil rights complaint**

**who will listen?**

# who will listen?

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YOU want to complain to SOMEONE that:  
Because of your RACE

COLOR      NATIONALITY  
RELIGION    SEX

YOU have been denied the RIGHT

to VOTE

to RENT or BUY a place to live

to USE a public place

to a JOB

to TRAINING for a Job

to an EQUAL EDUCATION

to BENEFITS of public assistance  
programs

WHO WILL LISTEN and DO SOMETHING  
about your complaint?

HOW do you make out the complaint?

WHERE do you send it?

It's not hard . . .

It's your right . . .

And it's your duty, too.

By taking a few minutes to write down your  
complaint and all the facts you know about  
it . . .

You can help protect your rights and  
the rights of your fellow Americans

# **who will listen?**

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The Civil Rights Act of 1964, the Voting Rights Act of 1965, the Civil Rights Act of 1968, and other Federal laws and regulations generally require equality of treatment of all persons regardless of race, color, religion, or national origin, and in some cases, sex. It is necessary, in many cases, for a person to file a complaint before a Federal agency may act to enforce these laws or regulations. Different agencies are responsible for investigating complaints of discrimination and enforcing a particular civil rights law. However, not every possible act of discrimination is covered by law.

# how to file a complaint

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Any written complaint should include the following:

- Your name.
- Your address.
- The name and address of whomever the complaint is against.
- A description of the action or actions of discrimination against you; the date or dates; the place or places; and the names of persons you can give who were present and who can help describe or support your complaint.

If you have any doubt which agency you should contact, send your complaint to:

Office of General Counsel  
U.S. Commission on Civil Rights  
Washington, D. C. 20425

The Commission will forward it to the appropriate agency.

# **where to file a complaint**

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## **voting**

If, while trying: to register to vote; or to vote; or to take part in any political party activity or meeting, campaign for office, or voter education drive; or to serve as an election official or poll watcher; or after having done any of these things; you may have been discriminated against, or threatened or injured in any way — for example, a beating, loss of job or home . . .

Write to: The Assistant Attorney General  
Civil Rights Division  
U.S. Department of Justice  
Washington, D. C. 20530

# **public accommodations**

If you have been discriminated against by a hotel, restaurant, theater, sports arena, or similar place of public use, or if you have been threatened in some way while using or attempting to use such places . . .

Write to: The Assistant Attorney General  
Civil Rights Division  
U.S. Department of Justice  
Washington, D. C. 20530



# **government owned or operated facilities**

If you wish to complain that a public facility such as a courthouse, jail, hospital, park, swimming pool, transportation system (but not a school or college), that is owned, operated, or managed by State, county, or city government is being operated in a discriminatory way, or that people who use such a facility are being threatened . . .

Write to: The Assistant Attorney General  
Civil Rights Division  
U.S. Department of Justice  
Washington, D. C. 20530

# **police brutality or lack of police protection**

If you have a complaint about police brutality, or other interference with your rights by police officers or other public officials, or the failure by police to assist or protect people . . .

Write to: The Assistant Attorney General  
Civil Rights Division  
U.S. Department of Justice  
Washington, D. C. 20530

# **public schools and colleges**

If you or your children are being discriminated against or segregated by a public school, by a public school system, or by a public college or university, send complaint to:

Director  
Office for Civil Rights  
U.S. Department of Health,  
Education, and Welfare  
Washington, D. C. 20201  
and to:

The Assistant Attorney General  
Civil Rights Division  
U.S. Department of Justice  
Washington, D. C. 20530

Include the child's name, grade, school, and school district. If you are complaining about a public college or university, the complaint must be signed either by the student discriminated against or by a parent.

A complaint sent to the Assistant Attorney General against a school board should be signed by a parent or group of parents of children affected and should explain how the children are being discriminated against.

# **federal or federally assisted programs**

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## **health, education, welfare**

If you have been discriminated against by a Federal Agency or program or by any State, county, or city agency or program which receives Federal funds and provides benefits in *health, education, or welfare*, write to:

Director  
Office for Civil Rights  
Department of Health,  
Education, and Welfare  
Washington, D. C. 20201

# farm programs

Complaints concerning discrimination in *farm programs*, such as the Cooperative Extension Service, Farmers Home Administration, or Agricultural Stabilization Conservation Service, should be sent to:

Assistant to the  
Secretary for Civil Rights  
Department of Agriculture  
Washington, D. C. 20250

# housing

If you have been discriminated against while trying to buy or rent a house or apartment, or segregated in housing you do rent or purchase, which has been financed or insured in whole or in part by a program of the Federal Government, or built on land cleared by

the Federal urban renewal program, or in public housing, you should write to:

Secretary  
Department of Housing  
and Urban Development  
Washington, D. C. 20410

A complaint of housing discrimination must be filed with the Secretary of Housing and Urban Development within 180 days after the date of the alleged discriminatory act. To protect your right to bring a court suit at a later date, the complaint must be filed within 150 days. Complaints must be in writing and notarized.

After December 31, 1968 discrimination will be prohibited in the sale or rental of all housing no matter how financed, except for most single family homes sold or rented by the owner. In addition, after December 31, 1968, it will be unlawful for financial institutions to refuse loans or financial assistance on the basis of race, color, or national origin to persons seeking to build, purchase, or improve housing.

After December 31, 1969 owner-occupied single family homes will be covered by the provisions of this law if the seller uses a real estate broker.

It is also unlawful to advertise the sale or rental of dwellings in a discriminatory way. Housing complaints may also be sent to the Department of Justice.

## **anti-poverty**

Complaints about discrimination in anti-poverty programs should be sent to:

Assistant Director for Civil Rights  
Office of Economic Opportunity  
Washington, D. C. 20506

## **employment**

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If you want to complain about discrimination or segregation:

By a *private employer* in his job testing, hiring, promotion, dismissal, work opportunities, or work conditions;

By a *labor union* in its apprenticeship and

training programs, hiring hall procedures, or membership requirements; or,

By an *employment agency*, including a State employment service, in its job testing, referral, or fee regulations, send your complaint to:

Director of Employment  
Equal Employment  
Opportunity Commission  
1800 G Street, N.W.  
Washington, D. C. 20506

Complaints to the Equal Employment Opportunity Commission (EEOC) are most easily made on standard forms supplied by that agency. You may get the forms from the Washington office or from a regional office. If you do not use an EEOC form you may file a proper complaint by giving your name and address, the name and address of the employer, union, or employment office which is discriminatory, and the date and nature of the discriminatory act. All employment complaints must be made under oath, signed before a notary public and mailed to the EEOC within 90 days of the date on which the alleged discriminatory act took place.



Employment complaints may also be sent to the Department of Justice which has authority to bring lawsuits challenging a “pattern or practice” of discrimination. Complaints sent to the Department of Justice need not be made under oath or notarized but you should give all the facts you may have that can show whether or not the employer, union, or employment agency practices discrimination on a regular basis. Write to:

The Assistant Attorney General  
Civil Rights Division  
U.S. Department of Justice  
Washington, D. C. 20530

## **employment by a company having federal contracts**

If you want to complain about discrimination or segregation in job testing, hiring, promo-

tion, dismissal, work opportunities, or working conditions by an employer who has a contract with a Federal agency or who does any construction work which is partly paid for by the Federal Government, write to:

Director  
Office of Federal Contract Compliance  
Washington, D. C. 21210

# **state employment programs**

Complaints about discrimination by any State employment service, unemployment compensation office, or work training program should be sent to:

Coordinator of Civil Rights Activities  
Department of Labor  
Washington, D. C. 20210

# **employment by the federal government**

To complain about discrimination or segregation in hiring, promotion, dismissal, work opportunities, or working conditions with agencies of the Federal Government, direct your complaint to the Equal Employment Opportunity Officer for your agency.

If your complaint is not promptly investigated, or if you are not satisfied with the final decision of your agency, you may appeal to:

**Board of Appeals and Review  
U.S. Civil Service Commission  
Washington, D. C. 20415**

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