

EXTERNAL AGENCIES

N.Y.C. COMMISSION ON HUMAN RIGHTS

40 Rector Street, 9th Floor
New York, New York 10006
(212) 306-5070

NEW YORK STATE DIVISION OF HUMAN RIGHTS

1 Fordham Plaza - 4th Floor
Bronx, New York 10458
(718) 741-8400

U. S. DEPARTMENT OF EDUCATION

Office for Civil Rights

32 Old Slip, 26th Floor
New York, NY 10005
(646) 428-3900

U. S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

New York District Office
33 Whitehall Street, 5th Floor
New York, New York 10004
(212) 336-3620



OFFICE OF EQUAL OPPORTUNITY & DIVERSITY MANAGEMENT (OEO)

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<http://schools.nyc.gov/o eo>

Office of Equal Opportunity & Diversity Management

DEPARTMENT OF EDUCATION'S NON-DISCRIMINATION POLICY

It is the policy of the NYC Department of Education to provide equal employment opportunities without regard to actual or perceived race, color, religion, creed, ethnicity, national origin, alienage, citizenship status, age, marital status, partnership status, disability, sexual orientation, gender (sex), military status, unemployment status, prior record of arrest or conviction (except as permitted by law), predisposing genetic characteristics, or status as a victim of domestic violence, sexual offenses or stalking, and to maintain an environment free of harassment on any of the above-noted grounds, including sexual harassment or retaliation.

It is the policy of the New York City Department of Education to provide equal educational opportunities without regard to actual or perceived race, color, religion, creed, ethnicity, national origin, alienage, citizenship status, disability, sexual orientation, gender (sex) or weight and to maintain an environment free of harassment on the basis of any of these grounds, including sexual harassment or retaliation.

The DOE strives to maintain an environment free of discrimination and harassment on any of the above-noted grounds, including sexual harassment and retaliation. This policy is in accordance with federal, state and city civil rights laws.

In accordance with Chancellor's Regulation A-830, you may file a complaint of discrimination or unlawful harassment (based on the above-noted categories) with the Department's Office of Equal Opportunity & Diversity Management (OEO). Complaints must be filed within 1 year of the incident unless you are filing on behalf of a student. Chancellor's Regulation A-830 and the complaint form may be accessed at www.schools.nyc.gov/oeo.

OEO MISSION STATEMENT

The Office of Equal Opportunity & Diversity Management serves the students and staff of the DOE. Our function is to educate and sensitize students, parents of students, teachers, administrators and DOE staff members regarding their rights and responsibilities. In doing so, OEO will promote and ensure compliance with all aspects of federal, state and city laws, as well as the Department's policies and regulations.

The Interim Acting Directors of the OEO are responsible for the implementation, monitoring and administration of the Department's Non-Discrimination Policy.

COMPLAINT UNIT

The OEO Complaint Unit is responsible for investigating and resolving internal complaints of alleged discrimination and harassment at the Department of Education.

CONTRACT COMPLIANCE UNIT

The OEO Contract Compliance Unit monitors and evaluates the equal opportunity contract approval process.

The DOE requires that vendors doing business with the Department provide the OEO with an acceptable written Affirmative Action Plan (AAP) for contracts of \$100,000 or more. The OEO offers technical assistance and provides samples of Affirmative Action Plans for vendors.

DISABILITY UNIT

The OEO Disability Unit is responsible for ensuring that the DOE is in compliance with federal, state and city laws. The Unit investigates complaints of employment discrimination based on disability. It advises employees

of their rights, and the procedure to follow when requesting a reasonable accommodation.

In addition, the Unit intervenes in instances where an approved accommodation has not been implemented at the work site.

DIVERSITY MANAGEMENT UNIT

The Diversity Management Unit promotes and monitors compliance with the 2009 amendments to the School Governance Law relating to diversity and inclusion in hiring and retention as well as Minority and Women-owned Business Enterprise (MWBE) procurement.

Working toward diversity and inclusion is an ongoing goal that the Department of Education strives to achieve. The Diversity Management Unit prepares an annual Diversity and Inclusion Plan for the DOE. The Plan highlights the initiatives taken by the DOE to advance diversity, inclusion, retention, and MWBE procurement. Each year, the Plan will be presented to the Panel for Educational Policy. The DOE remains committed to diversity and inclusion for all employees, applicants, and vendors.

TRAINING UNIT

In addition to providing basic training on the DOE's Non-Discrimination Policy, the OEO provides tailored workshops and training for DOE employees on topics such as: sexual harassment, the complaint process, bullying, diversity/sensitivity awareness in the workplace and ADA reasonable accommodations.