

DRAFT



Board of Governors
of the Federal Reserve System
Washington, DC 20551

Formal Complaint of Discrimination

FR 1413b

Note: You must complete this form in Adobe Acrobat or Reader, not a web browser. If you do not have Adobe Acrobat or Reader, [download a free version](#).

After completing the informal EEO complaint process, you may decide to file a formal complaint of discrimination. *If you choose to file a formal complaint, you must do so within 15 calendar days of your receipt of the Notice of Rights to File a Discrimination Complaint.* You can file a formal complaint by filling out this form, FR 1413b, Discrimination Complaint, or by providing in writing specific information regarding the claim(s) you raised in EEO counseling and wish to pursue.

In order for your complaint to be processed, it must be signed by either: (1) you; or (2) your attorney, if applicable.

If you are using this form FR 1413b, you may submit it to the Federal Reserve Board (Board) electronically by selecting "Email Submit" (which becomes available after you provide your employment status and/or sign this form) or by mailing it to: The Federal Reserve Board, Director, Office of Diversity, Equity and Inclusion (ODEI), 20th and C Streets, NW, Mailstop 156, Washington, DC 20551. You may mail your complaint via either the U.S. Mail or a commercial mail carrier. Please ensure you obtain a certification receipt for verification of delivery.

COMPLAINANT'S INFORMATION

Complainant's Name (First, Middle Initial, and Last) _____

Street Address _____

City _____ State _____ Zip Code (5 digits) _____

Home Phone Number (10 digits) _____ Work Phone Number (10 digits) _____

Email _____

What is your employment status?

For current or former employees:
Division _____ Section/Unit _____

Title _____ Grade _____

Division where complaint arose: _____

Date most recent alleged discrimination occurred: _____
Month / Day / Year

COMPLAINT INFORMATION

Prohibited discrimination is an action based on your race, sex (including pregnancy, gender identity, and sexual orientation), color, religion, age (40 and over), national origin, disability, genetic information, and/or in reprisal for participation in the EEO process or opposing unlawful discrimination.

What is the basis of the alleged discrimination? (Select all that apply; provide required information where applicable.)

- Age _____
- Color _____
- Disability _____
- Gender Identity _____
- Genetic Information _____
- National Origin _____
- Pregnancy _____
- Race/Ethnicity _____
- Religion _____
- Reprisal/Retaliation _____
- Sex _____
- Sexual Orientation _____

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Formal Complaint of Discrimination—(continued)**EXPLANATION OF ALLEGATION (ISSUE)**

For each allegation, please provide the date(s) of occurrence, the name(s) of the individual(s) you believe discriminated against you, and how you believe you were discriminated against (treated differently from other employees or applicants) based on your race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 and over), disability, genetic information and/or in reprisal for participation in EEO process or opposing unlawful discrimination.

If additional space is needed, use "[Add File](#)" to attach source documents. Limit up to 4 files (not to exceed 40MB in total).

Add files if applicable**Attachments:**

Have you discussed your complaint with an EEO Counselor? Yes No

If yes, EEO Counselor Name: _____

If no, contact ODEI prior to submitting this form.

Do you have a representative? Yes No If yes, is your representative an attorney? Yes No

Representative Name

Phone Number (10 digits)

Email

Street Address

City

State

Zip Code (5 digits)

What remedy or corrective action are you seeking?

By signing this document digitally with my PIV card, I affirm that the information I have submitted is complete and true to the best of my knowledge. I understand my digital signature is the legal equivalent of having placed my handwritten signature on this document.

For assistance with digital signing, refer to [Forms Digital Signatures](#).

Name of Complainant or Attorney_____
Signature_____
Date (MM/DD/YYYY)

By typing my name, I am signing this document electronically and intend that my electronic signature be treated as the legal equivalent of having placed my handwritten signature on this document. I affirm that the information I have submitted is complete and true to the best of my knowledge.

Name of Complainant or Attorney_____
Signature_____
Date (MM/DD/YYYY)

Formal Complaint of Discrimination—(continued)

Privacy Act Statement

PURPOSES

These records are collected and maintained to assist the Board in carrying out its responsibilities under title VII of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age in Discrimination in Employment Act of 1967, the Equal Pay Act of 1963, the Genetic Information and Nondiscrimination Act of 2008, and other nondiscrimination statutes.

AUTHORITY

Sections 10 and 11 of the Federal Reserve Act (12 U.S.C. § 244 and 248).

EFFECTS OF NONDISCLOSURE

Providing this information is voluntary. However, failure to provide this information may delay or prevent the processing of your complaint of discrimination.

ROUTINE USES

The information you provide will be stored in the system of records entitled BGFRS-5 "FRB --EEO Discrimination Complaint File." All or part of the information may be disclosed outside of the Board in accordance with routine uses A, B, C, D, F, G, I, and J (see "General Routine Uses of Board Systems of Records" available at <https://www.federalreserve.gov/files/SORN-page-general-routine-uses-of-board-systems-of-records.pdf>), which are published in the *Federal Register* at 83 FR 43872 (August 28, 2018) at 43873-74. Furthermore, all or part of the information may be disclosed outside of the Board:

To disclose information to management as a data source for production of summary descriptive statistics and analytical studies in support of the function for which the records are collected and maintained, or for related personnel management functions or manpower studies and may also be utilized to respond to investigative or legal requests for statistical information (without personal identification of individuals).

Form FR 1413b Instructions – Please read carefully.

After completing the informal EEO complaint process, you may decide to file a formal complaint. If you choose to file a formal complaint, you must do so within 15 calendar days of your receipt of the "Notice of Rights to File a Discrimination Complaint". You can file a complaint by filling out this form, "[FR 1413b — Formal Complaint of Discrimination](#)", or by providing in writing specific information regarding the claim(s) you raised in EEO counseling and that you wish to pursue.

In order for your complaint to be processed, it must be signed by either: (1) you; or (2) if you have a representative who is an attorney, your attorney.

If you are using form "[FR 1413b](#)", you may submit it to the Federal Reserve Board electronically by clicking "Email Submit" on page 2 of this form. (Note: The submit feature will become available after you provide a signature.) Alternatively, you may submit a complaint—that is, specific, written information regarding the claim(s) you raised in EEO counseling and that you wish to pursue by mailing it to the Federal Reserve Board, Director, Office of Diversity, Equity and Inclusion (ODEI), 20th and C Streets, NW, Mailstop 156, Washington, DC 20551. You may mail your complaint via either U.S. Mail or a commercial mail carrier. Please ensure you have a receipt to certify delivery.

- You may have a representative (who may be an attorney or Board employee or other individual) of your own choosing at all stages of the processing of your complaint.
- You may file a class complaint on behalf of a class of employees or applicants you believe have been adversely affected by a discriminatory personnel policy or practice if you were also adversely affected by the policy or practice.
- The time limits to file a complaint may be extended by the Board if you show that you were not notified of them and were not aware of them, or that circumstances beyond your control prevented you from submitting the matter within the time limits, or for other reasons considered sufficient by the Board.
- If you need assistance in the completion of your complaint form, you may contact an (ODEI) EEO Counselor, or you may secure help from a representative of your choice.
- You must complete and sign your written complaint. You or your designated representative must file the written complaint (which must comply with the Board's *Rules Regarding Equal Opportunity* at 12 C.F.R. pt. 268) in person, by mail or electronically, with the Board's Office of Diversity, Equity and Inclusion.
- If your complaint is accepted for investigation, you will have an opportunity after you file your complaint to talk with an investigator appointed by the Board to investigate your claim, and you will be able to present all the facts that you believe show discrimination to the investigator.
- After the investigation of your complaint has been completed, you will receive a copy of the investigative report and be given the opportunity to request a hearing before an Equal Employment Opportunity Commission (EEOC) administrative judge or to request a final decision from the Board from the record within 30 calendar days of receipt of the investigative report.
- If you request a hearing, it will be conducted by an administrative judge from the EEOC. Within 30 calendar days of receipt of the investigative report, your request for a hearing must be filed online on the EEOC Public Portal (<https://publicportal.eeoc.gov>) or mailed directly to the address identified on the "[Request For A Hearing Form](#)" provided by the Board with a copy of the notice sent to ODEI. During the hearing process, you may present witness testimony and other evidence on your behalf. Sometime after the hearing, the administrative judge will issue written findings and conclusions. The Board will accept, reject, or modify those findings and conclusions, and issue its final decision.
- The final decision of the Board on your complaint will be made by the Board of Governors, the Administrative Governor, or a designee. The final decision of the Board will be provided to you or your representative in writing.
- If you are not satisfied with the Board's final decision, you have the right to seek review of the Board's final decision by the EEOC. You will have 30 calendar days after you receive the Board's final decision to seek review by filing a request online through the EEOC Public Portal (<https://publicportal.eeoc.gov>) or mailing "[EEOC Form 573](#)" to the Director, Office of Federal Operations, Equal Employment Opportunity Commission, P.O. Box 77960, Washington, DC 20013.
- You may file a civil action in an appropriate United States District Court within 90 calendar days of the EEOC's decision if you are dissatisfied with that decision.
- You may also file a civil action in an appropriate United States District Court if you have not received a final decision by the Board, or if you have not received a final decision from the EEOC within 180 days of filing your request with the EEOC's Office of Federal Operations. At the same time as the filing of any such action, you may also request a court-appointed attorney and/or waiver of fee and cost of filing the action. The grant or denial of any such request is in the sole decision of the court.

NOTE: This is a summary of the Board's *Rules Regarding Equal Opportunity* which may be amended from time to time. The Board's Rules (12 C.F.R. pt. 268) shall control in the event of any inconsistencies. You should consult the Board's rules to ensure that you comply with them. You may request a copy of the Board's rules from ODEI.