

29 C.F.R. § 37.76

What are the required elements of a recipient's discrimination complaint processing procedures?

- (a) The procedures that a recipient adopts and publishes must provide that the recipient will issue a written Notice of Final Action on discrimination complaints within 90 days of the date on which the complaint is filed.
- (b) At a minimum, the procedures must include the following elements:
 - (1) Initial, written notice to the complainant that contains the following information:
 - (i) An acknowledgment that the recipient has received the complaint, and
 - (ii) Notice that the complainant has the right to be represented in the complaint process;
 - (2) A written statement of the issue(s), provided to the complainant, that includes the following information:

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