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Office of Federal Contract Compliance Programs (OFCCP)

How to File a Complaint

Do you believe that you have been discriminated against in hiring or employment by an employer doing business with the Federal Government? Do you believe that the reason for the discrimination was based on your race, sex, color, religion, national original, disability or status as a protected veteran? If you answered yes to these two questions, you can file a complaint with the Office of Federal Contract Compliance Programs (OFCCP). An individual, organization, or group can even file a complaint on your behalf, or for anyone who may be the victim of employment discrimination by an employer doing business with the Federal Government.

OFCCP keeps for investigation discrimination complaints that involve groups of people or indicate that the employer engaged in a pattern of discrimination. If your complaint of discrimination is based on race, sex, color, religion, national original, and you are the only victim, OFCCP will normally refer your complaint to the Equal Employment Opportunity Commission (EEOC). The referral of these Executive Order 11246 complaints of discrimination is made under an agreement between OFCCP and the EEOC.

OFCCP keeps for investigation individual and group complaints that allege discrimination based on disability and veterans' status. Section 503 of the Rehabilitation Act of 1973, as amended, provides protection for individuals with disabilities, while the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, provides protection for certain categories of veterans.

You must file a complaint alleging discrimination based on race, sex, color, religion, national original within **180 days** from the date of the alleged discrimination, unless the time for filing is extended for good cause shown. If your complaint alleges a violation based on disability or status as a protected veteran, it must be filed within **300 days** unless the time for filing is extended for good cause shown. Extensions of the filing time require approval by the director of OFCCP.

You should include a description of the **alleged** discrimination and any other related information that would assist OFCCP with the investigation of your complaint.

Complaint Filing Process

File your complaint using the "Complaint of Discrimination in Employment under Federal Government Contracts" form (Form CC-4) and submit the completed form by:

- filing the complaint form electronically with the appropriate [OFCCP Regional Office](#); or
- mailing or faxing the complaint form to the appropriate [OFCCP Regional Office](#); or
- filing the complaint form in person with any [OFCCP District or Area office](#).

Complaint Form Notice

- The current Complaint Form shows an incorrect expiration date. The forms are valid through June 30, 2014.

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Step 1:

In order to "view" the Form CC-4 you will need what is referred to as a "reader". The reader is software that converts PDF files to viewable documents that will appear on your monitor. There are several software publishers that provide free reader software for downloading. For your convenience we have provided a link to the free downloadable software provided by [Adobe Systems Incorporated](#). This link is in no way an endorsement of either Adobe Systems Incorporated or Adobe Software.

Step 2:

Download the electronic Complaint of Discrimination Form

▪ English	▪ Hmong	▪ Polish
▪ Spanish	▪ Khmer	▪ Russian
▪ Traditional Chinese	▪ Korean	▪ Somali
▪ Arabic	▪ Lao	▪ Vietnamese
▪ Creole	▪ Tagalog	▪ Canadian French
▪ Portuguese		

If you have questions about the complaint process, would like to discuss the complaint, or would like to learn where to file a complaint, just call or visit any [OFCCP District & Area office](#).

We Want to Know What you Think

OFCCP is interested in improving the relationship with its customers and improving the compliance assistance information and materials provided to the public. If you have interacted with OFCCP through:

- a compliance evaluation;
- complaint investigation;
- compliance assistance seminar/workshop;
- telephone/help desk inquiry; or

you have reviewed and/or received compliance assistance materials and you note areas that we can improve, please let OFCCP know your comments or suggestions by sending an email to [OFCCP's public mailbox](#).

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U.S. Department of Labor | Frances Perkins Building, 200 Constitution Ave., NW, Washington, DC 20210
www.dol.gov | Telephone: 1-800-397-6251 | TTY | [Contact Us](#)

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