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## Privacy Act Statement

**AUTHORITY:** 29 U.S.C. § 206(d); 29 U.S.C. § 791; 42 U.S.C. § 2000e; 42 U.S.C. § 2000ff-(2); 29 U.S.C. § 633a; 5 U.S.C. § 1303-1304; 5 CFR § 5.2-5.3; 29 CFR § 1614.105, .107; Executive Order 11478, as amended; and Executive Order 13152 and Management Directive 110 (August 2015).

**PRINCIPAL PURPOSE(S):** This information is being collected for the sole purpose to record a pre-complaint allegation of employment discrimination with the Department of the Treasury on the grounds of race, color, religion, sex (including pregnancy, sexual orientation and gender identity), national origin, age, disability, protected genetic information, parental status, or reprisal. An employee or applicant must participate in pre-complaint EEO counseling to informally resolve the allegation(s) per § 1614.105, prior to filing a formal EEO complaint of discrimination. Information provided on this form will be used by the aggrieved to extend the EEO counseling process for not more than 60 calendar days, not to exceed a total of 90 days. The information captured on this form will be used by the Department of the Treasury to record the election of the aggrieved to extend EEO counseling beyond the 30-day period allowed for EEO counseling.

**ROUTINE USE(S):** The information on this form may be disclosed as generally permitted under 5 U.S.C. §552a(b) of the Privacy Act of 1974, as amended. This includes using this information as necessary and authorized by the routine uses published in Treasury 013--Department of the Treasury Civil Rights Complaints and Compliance Review Files system of records notice (FR Doc No: 2011-22977).

**PAPERWORK REDUCTION ACT STATEMENT:** In accordance with the Paperwork Reduction Act of 1995, the Department of the Treasury may not conduct or sponsor, and the respondent is not required to respond to this collection of information unless it displays a valid OMB Control Number. The valid OMB Control Number for this information collection is 1505-XXXX. The collection of this information is voluntary. However, the information is necessary to determine if your complaint of employment discrimination is acceptable for further processing in accordance with EEOC, 29 C.F.R. §1614. The time required to complete this information collection is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing the form. Send comments regarding this burden estimate or any other aspects of this collection, including suggestions for reducing this burden, to Department of the Treasury, Office of Civil Rights and Diversity, 1500 Pennsylvania Avenue, N.W., Washington, DC 20220.

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bureau's seal*

## Department of the Treasury

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Name of the Aggrieved: \_\_\_\_\_

Pre-Complaint Number: \_\_\_\_\_

### Agreement to Extend Counseling

In accordance with §1614.105(e) of the Equal Employment Opportunity Commission (EEOC) Regulations (29 CFR part 1614), the undersigned agrees to postpone the final interview on the matter(s) upon which EEO counseling was first sought. It is understood that counseling may extend for not more than 60 days beyond the end of the 30-day period allowed for counseling. If counseling is completed prior to the end of the period stated above, and the matter(s) remains unresolved, a "Notice of Right To File a Formal Discrimination Complaint Under 29 CFR Part 1614" will be provided.

\_\_\_\_\_  
Date EEO Counseling was First Sought

\_\_\_\_\_  
30<sup>th</sup> Calendar Day

\_\_\_\_\_  
90<sup>th</sup> Calendar Day

\_\_\_\_\_  
Signature of Aggrieved

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of EEO Counselor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Aggrieved Person's Representative

\_\_\_\_\_  
Date