



## ***EQUAL EMPLOYMENT OPPORTUNITY IS THE LAW***

**It is against the law for Alianza Municipal de Servicios Integrados, Inc. (AMSI) to discriminate against:**

- Any individual, be it for their race, color, religion, sex (including, but not limited to, pregnancy, childbirth, and related medical conditions), national origin (including limited English proficiency), age, disability, political beliefs or affiliation, or for beneficiaries, applicants, and participants only, based on citizenship status or participation in any Workforce Innovation and Opportunities Act (WIOA) Title I – financially assisted program or activity.

**As a recipient of federal funds, AMSI, Inc. cannot discriminate in any of the following:**

- Determining who enters or has access to any federal program or financial aid activity.
- Providing opportunities in, or in treatment towards any person in relation to such program or activity.
- Making decisions regarding the employment of administrative staff or related to such programs or activities.

### **What to do if you believe you have been discriminated against?**

If you believe you have experienced discrimination in a financial aid program or activity under Title I of WIOA, you should file a complaint within **180 days** from the date of the alleged violation, either by:

- **Equal Opportunities Local Official**  
**Mrs. Carmen M. Maldonado Castro**  
Alianza Municipal de Servicios Integrados, Inc.  
Consolidated Medical Plaza  
5th Floor Suite 501  
Caguas, Puerto Rico  
PO Box 8518  
Caguas, Puerto Rico 00726-8518  
Phone Number: (787) 744-5329  
TDD: (787) 653-0726  
Fax: (787) 744-5334  
E-mail: [cmaldonado@amsipr.com](mailto:cmaldonado@amsipr.com)

**or**

- **Federal Government Civil Rights Center**  
**U.S. Department of Labor, Director of Civil Rights Center (CRC)**  
200 Constitution Ave. NW Room N4123  
Washington, DC 20210  
Phone Number: (202) 693-6500  
Fax: (202) 693-6505  
TTY/TDD: (202)-693-6516  
E-mail: [CivilRightsCenter@dol.gov](mailto:CivilRightsCenter@dol.gov)  
Visit CRC's Website:  
<https://www.dol.gov/agencies/oasam/centers-offices/civil-rights-center>

If you file a complaint against the **recipient**, you must wait either for the recipient to issue a **Final Decision Notice**, or until **90 days** have passed (whichever occurs first) before filing a complaint with the **Civil Rights Center (CRC)** (see address above). The **recipient** must offer you various alternatives to resolve the dispute as part of their effort to address your complaint.

If the **recipient** does not send you a **Final Decision Notice** within **90 days** of filing your complaint, you do not have to wait for the **recipient** to send the **Notice** before filing your complaint with the **CRC**. However, you must file your complaint with the **CRC** within **30 days** after the **90-day period** has elapsed, which is within **120 days** from when you filed your complaint with the **recipient** (29 CFR Part 38.35).

If the **recipient** sends you a written **Final Decision Notice** but **you are not satisfied** with the decision or outcome, you can file a complaint with the **Civil Rights Center (CRC)**. The complaint must be submitted to the **CRC** within **30 days** after receiving the **Final Decision Notice** (29 CFR Part 38.75).

**For more information, please contact:**

- **Executive Assistant that assists with the State Level Opportunity Equality Officer's duties**  
**Jannette González Almodóvar, ESQ.**  
Department of Economic Development and Commerce (DDEC)  
Building Fomento Industrial 2nd Floor  
#355 Ave. F.D. Roosevelt, San Juan, Puerto Rico 00918  
PO Box 192159  
San Juan Puerto Rico 00919-2159  
Phone Number: (787) 758-4747 Ext. 3438  
TTY/TDD: (787) 294-1924  
E-mail: [jannettegonzalez@ddec.pr.com](mailto:jannettegonzalez@ddec.pr.com)

#### **Ticket to Work Participants**

- **Protection and Advocacy for Disabled People Office (PR P&A)**  
**Ms. Nitzie Sánchez Pérez**  
**Program Manager**  
**Protection and Advocacy for Beneficiaries of Social Security (PABSS)**  
Caribbean Office Plaza 2nd Floor Suite 670  
Ave. Ponce de León, Parada 11 Sector Minillas, Puerto Rico  
Phone Number: (787) 725-2333 Ext. 244  
(787) 710-9645  
E-mail: [nsanchez@dpi.pr.gov](mailto:nsanchez@dpi.pr.gov)

*Under 29 CFR 38.4, Recipient is defined as any entity which receives federal financial aid under the Workforce Innovation and Opportunities Act's (WIOA) Title I, be it directly under the Department of Labor, through the Governor, or through other recipients (including any successor, beneficiary, or assignee of the recipient). This includes, but is not limited to, any State Agency that administers, or is funded in whole or in part with funds under WIOA, State Employment Security Agencies, One-Stop Operator Centers, service providers, Job Corps Centers and their contractors, excluding those operating at the federal level, and any other National Program operating with funds awarded under this Act. Beneficiaries of programs and activities funded by WIOA are not included in this definition.*