



## ***EQUAL OPPORTUNITIES IT'S THE LAW***

The Law prohibits the Alianza Municipal de Servicios Integrados, Inc. (AMSI) from discriminating against:

- Any individual, based on race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, and sex stereotypes, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, political affiliation, or belief; or against any beneficiary, job applicant, or participant in training programs funded in whole or in part under Title I of the Workforce Innovation and Opportunity Act (WIOA), by the state of their citizenship, or by their participation in a program or activity funded under the WIOA.

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

- Decide who enters, or has access to, any federal program or financial aid activity.
- Provide opportunities in, or in dealing with, any person in connection with such program or activity.
- Make decisions about the employment of administrative staff, or related to such programs or activities.

Recipients of federal financial assistance must take reasonable steps to ensure that communications with individuals with disabilities are as effective as communications with others. This means that, upon request and at no cost to the individual, recipients are required to provide auxiliary aids and services for qualified individuals with disabilities.

### **Notice of Availability of Language Assistance (Bilingual Assistance / Language Access)**

The regulation establishes requirements to prevent discrimination on the grounds set forth in section 188 of the WIOA, which include discrimination based on nationality or limitations with the English language.

AMSI guarantees access to interpretation and translation services, free of charge, upon request. This language assistance will provide you with the opportunity to learn about the requirements, rights, determinations, and responsibilities of accessing workforce system services.

If you require language assistance, please let us know at our reception.

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

If you believe you have been discriminated against in a federal financial assistance program or activity under Title I of WIOA, you may file a complaint within **180 days** from the date of the alleged violation, either with:

- **Local Equal Opportunity Officer**  
**Ms. Carmen M. Maldonado Castro**  
Municipal Integrated Services Alliance, Inc.  
Consolidated Medical Plaza  
Fifth Floor Suite 501  
Caguas, Puerto Rico  
PO Box 8518  
Caguas, Puerto Rico 00726-8518  
Phone: (787) 744-5329 Ext. \*3509  
TDD: (787) 653-0726  
Fax: (787) 744-5334  
Email: [cmaldonado@amsipr.com](mailto:cmaldonado@amsipr.com)

**or**

- **State Equal Opportunity Officer**  
**Hon. Sebastián Negrón Reichard**  
**At. Lcda. Jannette González Almodóvar**  
PO Box 362350  
San Juan, Puerto Rico: 00936-2350  
Phone: (787) 765-2900 Ext. 3438  
Fax: 787-753-6874  
TTY/TDD: (787) 294-1924  
Email: [querellasdiscrimen@ddec.pr.gov](mailto:querellasdiscrimen@ddec.pr.gov)

or

- **Mrs. Naomi Barry-Perez**  
**Director**  
**Civil Rights Center (CRC)**  
**U.S. Department of Labor**  
200 Constitution Ave. NW Room N4123  
Washington, DC 20210  
Visit the CRC website: [www.dol.gov/crc](http://www.dol.gov/crc)

### **Ticket to Work Participants**

- **Ms. Nitzie Sanchez Perez**  
**Program Manager**  
**Office of Protection and Advocacy for People with Disabilities (PR P&A)**  
**Protection and Defense for PABSS/PABRP Social Security Beneficiaries**  
Caribbean Office Plaza Second Floor Suite 670  
Ponce de León Avenue, Stop 11 Minillas Sector, Puerto Rico  
Phone: (787) 725-2333 Ext. 244  
(787) 710-9645  
Email: [nsanchez@dpi.pr.gov](mailto:nsanchez@dpi.pr.gov)

If the recipient is sued, you must wait either for the recipient to issue a written Notice of Final Determination, or until 90 days (whichever comes first) before you can file a complaint with the Center for Civil Rights (CDC) (refer to the address above). The recipient must offer you several alternatives to resolve the dispute as part of the effort to settle your claim.

If the recipient does not send you a Notice of Final Determination within 90 days of filing your complaint, you do not have to wait for the recipient to send you the Notice before you can file your complaint with the CDC. However, you must file your complaint with the CDC within 30 days of the 90-day deadline. In other words, 120 days from the day you filed your complaint with the recipient.

If the recipient sends you a written Notice of Final Determination, but you are not satisfied with the decision or ruling, you can file a complaint with the Center for Civil Rights (CDC). You must file the same complaint with the CDC within 30 days of receiving the Notice of Final Determination.

***Recipient** is defined in 29 CFR 38.4 as any entity that receives federal financial assistance under Title I of the Workforce Innovation and Opportunity Act (WIOA), either directly from the Department of Labor, through the Governor, or through other recipients, (including any successor, beneficiaries or assignee of the recipient). It includes, but is not limited to, any Statewide Agency that administers, or is funded in whole or in part with funds under WIOA, State Employment Security Agencies, Single-Management Center Operators, 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 WIOA-funded programs and activities are not included in this group.*