

DISCRIMINATION/HARASSMENT COMPLAINT FORM

This form is to be used to file a complaint of discrimination based on race, color, religion, national origin, age, sex (including pregnancy), disability, sexual orientation, marital status, military status, domestic violence victim status, predisposing genetic characteristics, veteran status or any other protected class as defined by New York State or federal laws.

Name: _____ Date: _____
(Last, First)

Address: _____ City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

Department: _____ Campus: _____ Supervisor: _____

Student Faculty Staff Other

Please answer the questions below to describe the alleged Discrimination.

Race National Origin Disability Military Status

Color Age Sex Religion

Sexual Orientation Domestic Victim Status Sexual Harassment

Marital Status Predisposing genetic Characteristics Stalking

Other:

1. What are you alleging?

2. Who committed the alleged harassment/discrimination? (Name, job title)(Witnesses? Names,title).

3. What exactly occurred or was said?

4. When did the harassment/discrimination occur and is it still ongoing? (Provide dates, times)(Witnesses?)

5. How did the harassment/discrimination affect you?

6. Did you tell anyone about the harassment /discrimination? If so, who? Please provide the names, title (if you know) and the telephone number.

7. Do you have written documentation? (Cards, letters, journals, or calendars relevant to your complaint) If so, please provide copies of the documents.

8. How do you suggest or prefer that your complaint be resolved?

Have you filed this complaint with a federal, state or local government agency? Yes No

If yes, when? _____ Agency: _____

Have you instituted a suit or court action on this complaint? Yes _____ No _____

A signature is an indication that the information that is submitted above is true to the best of my knowledge.

Signature: _____ Date: _____

Related inquires should be addressed to the Title IX, Americans with Disability and Section 504 Compliance Coordinator, Lydell Fortune, Interim Chief Diversity Officer, ECC, Room 174, 121 Ellicott Street, Buffalo, New York 14203; fortune@ecc.edu; 851-1118.