

"Let the shameful wall of exclusion finally come tumbling down."

- Speech of President George H.W. Bush at the signing of the Americans with Disabilities Act of 1990

The use of these procedures does not prohibit an employee from filing a complaint or appeal with the Human Rights Commission, EEOC and/or the Oklahoma Merit Protection Commission.

The Oklahoma Department of Transportation (ODOT) ensures that no person or groups of persons shall, on the grounds of race, color, sex, age, national origin, disability/handicap, or income status, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered by ODOT, its recipients, sub-recipients, and contractors.



Oklahoma Department of
Transportation

YOUR RIGHTS UNDER

The Americans with
Disabilities Act



Contact Information:



**Oklahoma Department of Transportation
Civil Rights Division**

Trinia Mullins, ADA/504 Coordinator

200 N.E. 21st Street

Oklahoma City, OK. 73105

Phone: 405-521-4140

Fax: 405-522-4895

Email: Title2@odot.org

<http://www.okladot.state.ok.us/>

"No qualified individual with a disability shall, on the basis of a disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity or be subjected to discrimination by any public entity." (28 CFR Part 35.130)

In accordance with the requirements of the Americans with Disabilities Act of 1990, the Oklahoma Department of Transportation (ODOT) will not and does not discriminate against qualified individuals with disabilities on the basis of disability in ODOT services, programs, activities, or employment practices.

Title I

Title I of the Americans with Disabilities Act of 1990 prohibits state and local governments from discriminating against qualified individuals with disabilities in job application procedures, hiring, firing, advancement, compensation, job training, and other terms, conditions, and privileges of employment. The ADA Title I covers employers with 15 or more employees, including state and local governments.

Title II

Title II of the Americans with Disabilities Act of 1990 prohibits state and local governments from discriminating against qualified individuals with disabilities and is to ensure that pedestrians with disabilities have opportunity to use the transportation system in an accessible and safe manner.

Filing a Complaint

The ADA Complaint Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by employees and non-employees who wish to file a complaint alleging discrimination on the basis of disability in programs or benefits offered by ODOT.

In the event an individual believes that the Department has failed to comply with ADA by not providing equivalent access to a Department service, program, or activity, that individual or group of individuals may file a complaint with the Department.

The process for filing an ADA Complaint will be as follows:

- A written complaint should be filed within 180 calendar days of the alleged occurrence using the Department's ADA Complaint form (Form T1-01). Copies of this form may be printed from the Department's website or a copy may be

obtained and submitted by contacting the ADA/504 Coordinator. Employees may also utilize the internal agency grievance procedure within 20 calendar days of the alleged occurrence.

- The complaint will be reviewed within 10 calendar days of receipt to determine whether it contains all the necessary information required for acceptance.
- Within 90 calendar days of the receipt of the signed Complaint Form, the Department will investigate the complaint. An extension of up to 90 calendar days may be granted if both parties agree to such in a written form.
- The Department will then provide a written decision to the complainant, which includes a finding of "Cause" or "No Cause" to believe any discrimination has occurred, as well as any actions discussed with the complainant.
- If the complainant disagrees with the result of the complaint, a Petition for Appeal may be filed with the Civil Rights Division Administrator.

In compliance with the Americans with Disabilities Act, the Oklahoma Department of Transportation will provide reasonable accommodations for persons with disabilities, upon request. To request an accommodation, please call the office of the ADA/504 Coordinator or Oklahoma Relay at 1-800-722-0353, no later than 48 hours before any scheduled event.

Trinia Mullins, ADA/504 Coordinator
Civil Rights Division
200 NE 21st Street
Oklahoma City, OK 73105
Phone: 405-521-4140
Fax: 405-521-4895
Relay: 1-800-722-0353
Email: tmullins@odot.org

Retaliation for filing a complaint...

- You should be aware that a recipient is prohibited from retaliating against you or any person because he or she opposed and unlawful policy or practice, or made charges, testified, or participated in any compliant action under Title II. If you believe that you have been retaliated against, you should immediately contact ODOT.

How to file a Petition of Appeals?

- The Petition for Appeals Process is established to meet the requirements of the Americans with Disabilities Act. In the event an individual believes that the Department has failed to comply with the ADA, an appeal can be filed with the Civil Rights Division Administrator.
- The petition should be filed in writing within 30 days of the date of the decision by the deciding entity. The petition of Appeals should be directed to:

Gregory Pringle, Civil Rights Administrator
Civil Rights Division
200 NE 21st Street
Oklahoma City, OK 73105
Phone: 405-521-4139
Fax: 405-521-4895
Relay: 1-800-722-0353
Email: GPringle@odot.org