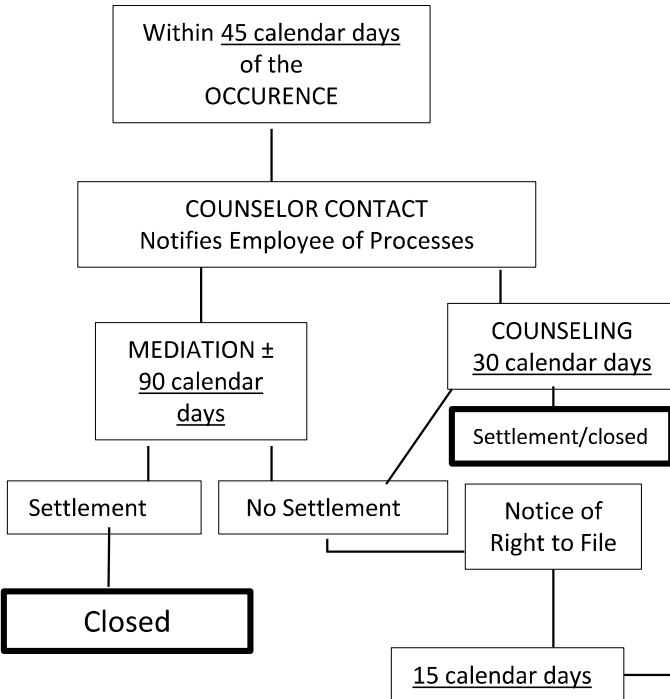


# STAGES IN THE EEO STATUTORY COMPLAINT PROCESS

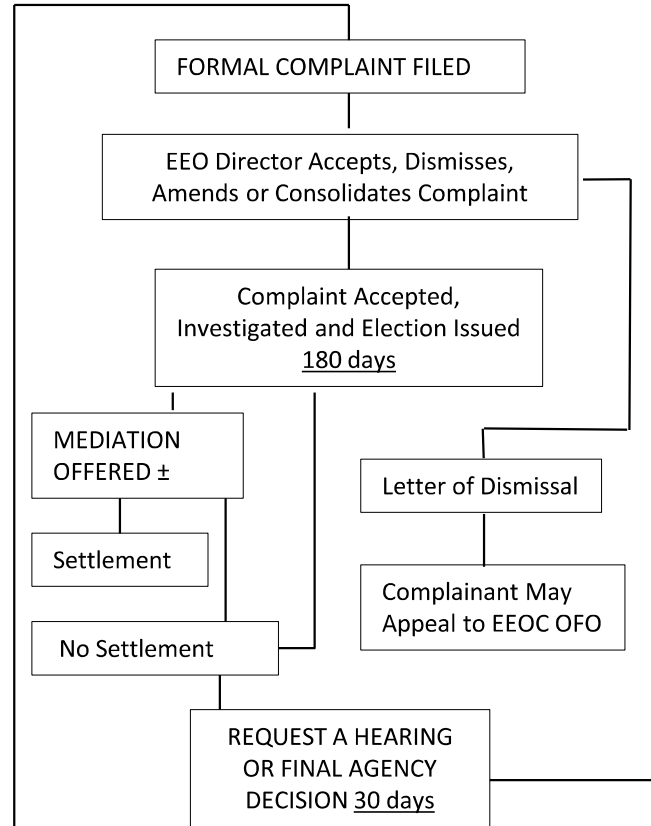
## Pre-complaint Stage

You must initiate contact with an EEO Representative within 45 calendar days of the date of the alleged discriminatory act or within 45 calendar days of the effective date of the personnel or employment action. This action begins the informal process for initiating your discrimination complaint. This diagram shows the filing requirements for each stage as outlined in 29 CFR Part 1614.



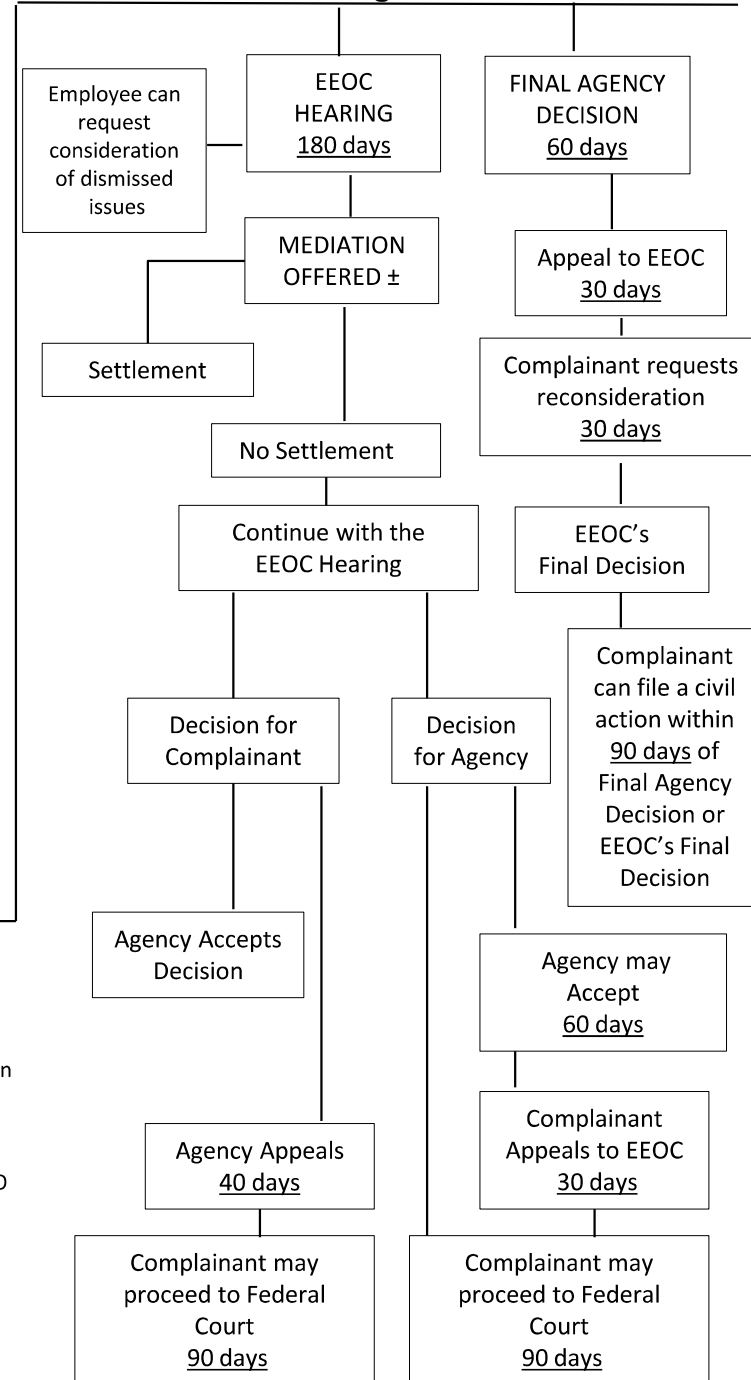
## Formal Stage

You must file a formal complaint within 15 calendar days of the Notice of Right to File a Discrimination Complaint.



## Hearing

## FAD



**WHO:** Any Fort Riley applicant for employment, current or former employee, and certain contract employees who feel that they have been discriminated against because of Race, Color, Religion, Sex, Age (40+), National Origin, Genetic Information, Physical or Mental Disability, or Reprisal in retaliation for past EEO activity may file an EEO complaint.

**HOW:** **Contact the Fort Rileys EEO Office** If you believe you have been discriminated against because of your Race, Color, Religion, Sex, National Origin, Age, Physical or Mental Disability, Genetic Information, or have been subjected to Reprisal because of previous EEO activity. To file an EEO complaint in a timely manner, contact the Fort Rileys EEO Office within 45 calendar days of the alleged incident(s).

**WHERE:** **Equal Employment Opportunity Office**  
**Building 7068 Normandy Drive**  
**Fort Riley, KS 66442**  
**Telephone Numbers: (785) 239-2741/6698**

Equal Employment Opportunity Commission (EEOC)  
 Office of Federal Operations (OFO)  
 Final Army Decision (FAD)