



CIVIL RIGHTS COMPLAINT

DEPARTMENT OF ENVIRONMENTAL QUALITY

NONDISCRIMINATION / EXTERNAL CIVIL RIGHTS PROGRAM

SFN 62454 (4-2025)

Individual or Organization Against Whom the Complaint is Made

Basis of the Discrimination (check all that apply)

- ☐ Race ☐ Age ☐ Disability ☐ Religion ☐ National Origin
☐ Color ☐ Sex ☐ Status with Regard to Marriage or Public Assistance

Reason for Complaint - Describe in detail when, where, and how the alleged discrimination occurred. Attach additional sheets if necessary.

Have you filed a complaint with another agency or court of law? NO YES

If yes, indicate where the complaint was filed and relevant contact information.

Signature (If electronically submitted, a typed name is considered a signature)

Name (printed)

Date

Email (optional)

Telephone Number

Address

City

State

ZIP Code

Send to: Department of Environmental Quality
Nondiscrimination / External Civil Rights Program
4201 Normandy Street
Bismarck, ND 58503-1324
(701) 328-5150 TTY 711 or 1-800-366-6888 FAX: (701) 328-5200

DEPARTMENT OF ENVIRONMENTAL QUALITY - YOUR CIVIL RIGHTS

What is the policy of the North Dakota Department of Environmental Quality (NDDEQ)?

To see the NDDEQ's full nondiscrimination policy, please visit www.deq.nd.gov/non-discrimination.aspx. Instructions provided here summarize the policy. Discrimination means treating someone differently because of a particular characteristic such as race, color, sex, age, disability, or religion. The NDDEQ makes our programs and services available without regard to race, color, sex, age, disability, national origin, religion, or status with respect to marriage or public assistance. These laws must be followed by organizations that receive federal funds to provide services for the NDDEQ, including our state and local partners who receive federal funding through the NDDEQ.

The policies of the NDDEQ require that:

- You be given the chance to participate in the NDDEQ's programs and services.
- The NDDEQ does not retaliate against you nor intimidate you if you believe you have been discriminated against.

In accordance with Federal law, U.S. Environmental Protection Agency (EPA) policy, and North Dakota state law, the NDDEQ is prohibited from discriminating on the basis of race, color, sex, age, disability, national origin, religion, or status with respect to marriage or public assistance.

What do I do if someone has discriminated against me?

You may file a written complaint if you believe you have been discriminated against because of race, color, sex, age, disability, national origin, religion, or status with respect to marriage or public assistance, in accordance with Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; Title IX of the Education Amendments of 1972; Section 13 of the Federal Water Pollution Control Act Amendments of 1972; and 40 C.F.R. Parts 5 and 7, and the North Dakota Human Rights Act.

A Civil Rights Complaint Form (SFN 62454) is also available in a PDF fillable format at:

<https://www.nd.gov/eforms/Doc/sfn62454.pdf>

The NDDEQ Nondiscrimination Coordinator, NDDEQ Director, and legal counsel work together to prevent and eliminate discrimination against individuals in the delivery of programs and services administered and supervised by the NDDEQ and to make all programs and activities accessible to people with disabilities.

Where do I file a complaint?

Persons who need accommodation or have questions related to discrimination and the delivery of the NDDEQ's services may contact the NDDEQ Nondiscrimination Coordinator at:

Department of Environmental Quality
Nondiscrimination / External Civil Rights Coordinator
4201 Normandy Street
Bismarck, ND 58503-1324
(701) 328-5150 TTY 711 or 1-800-366-6888 FAX: (701) 328-5200
Email: deqEJ@nd.gov

*State agencies are required to comply with the North Dakota Human Rights Laws that prohibit discrimination based on "religion or status with respect to marriage or public assistance." Federal agencies are not required to investigate complaints based on North Dakota laws.

When should I file a complaint?

The complaint must be filed within 180 days of the incident. Use Form SFN 62454 to file your complaint. Include in your complaint the nature of the discrimination, where and when it took place, who discriminated against you, and all other important facts. Remember to date the form and sign your name. Include your email address if you would like the Nondiscrimination Coordinator to respond to you via email.

What happens after I file a complaint with the NDDEQ Nondiscrimination / External Civil Rights Office?

The Nondiscrimination Coordinator will determine if the nature of the complaint is within its jurisdiction. If the complaint is within the jurisdiction of the agency, within 30 business days of when your complaint was received, you will be notified if the NDDEQ has jurisdiction and if an investigation will follow. If the complaint is not within the jurisdiction of the agency, you will receive a letter indicating that. If you file your complaint with another agency or the federal government, they will notify you according to their policies.