



## CDOT Discrimination Complaint Procedure

Federal law prohibits discrimination on the basis of race, color, national origin, age, sex, or disability in any CDOT program or activity. This prohibition applies to all branches of CDOT, agencies and organizations that receive money from CDOT, contractors, consultants, and anyone else who acts on CDOT's behalf.

Federal law requires that CDOT investigate if designated to do so by FHWA, track, and report discrimination complaints. Complaints must be filed in writing and will be investigated within sixty days of submission. If you need assistance to file your complaint or need interpretation services, please contact the CDOT Civil Rights and Business Resource Center (CRBRC) toll free at (800) 925-3427.

Este procedimiento de queja y el Formulario de Queja de Discriminación están disponibles en español en [www.codot.gov/business/civilrights/espanol](http://www.codot.gov/business/civilrights/espanol) o llamando a la línea gratuita (800) 925-3427.

### **Who is eligible to file a complaint?**

Anyone who believes they have been excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any CDOT program or activity because of their race, color, national origin, age, sex, or disability may file a complaint.

Discrimination includes lack of access, harassment, retaliation and disparate impacts from a program or activity. Harassment includes a wide range of abusive and humiliating verbal or physical behaviors. Retaliation includes intimidating, threatening, coercing, or engaging in other discriminatory conduct against anyone because they filed a complaint or otherwise participated a discrimination investigation.

### **How do you file a complaint?**

Complaints must be filed in writing within **180 days** from the last date of the alleged discrimination. However, contact the CRBRC if you believe your complaint may fall outside this deadline. The CRBRC will respond with a confirmation that the complaint was received within 10 days of submission.

CDOT will make reasonable efforts to assist persons with disabilities, non-English speakers, and others unable to file a written complaint. For assistance in filing a complaint, please contact the Civil Rights & Business Resource Center at (800) 925-3427.

While not required, complainants are encouraged to use the Discrimination Complaint Form which can be found at [www.codot.gov/business/civilrights/your-rights](http://www.codot.gov/business/civilrights/your-rights).

**Complaints may submitted via email, fax or in person to one of the following:**

**Civil Rights & Business Resource Center** Title VI Coordinator  
2829 W. Howard Pl., 1st Floor Denver, CO 80204  
[dot\\_civilrights@state.co.us](mailto:dot_civilrights@state.co.us)  
Phone: (800) 925-3427  
Fax: (303) 952-7088

**CDOT Region 1 Civil Rights Office**  
Regional Civil Rights Manager  
2829 W. Howard Pl., 1st Floor  
Denver, CO 80204  
Phone: (303) 757-9385  
Fax: (303) 365-7033

**CDOT Region 2 Civil Rights Office**  
Regional Civil Rights Manager  
905 Erie Ave.  
Pueblo, CO 81002  
Phone: (719) 546-5432  
Fax: (719) 562-5525

**CDOT Region 3 Civil Rights Office**  
Regional Civil Rights Manager  
222 South 6th St.  
Grand Junction, CO 81501-2769  
Phone: (970) 683-6227  
Fax: (970) 683-6210

**CDOT Region 4 Civil Rights Office**  
Regional Civil Rights Manager 10601  
W. 10th Street  
Greeley, CO 80634  
Phone: (970) 350-2107  
Fax: (970) 350-2178

**CDOT Region 5 Civil Rights Office**  
Regional Civil Rights Manager  
3803 N. Main Ave.  
Durango, CO 81301  
Phone: (970) 385-1403  
Fax: (970)385-1429

**Complaints may also be filed directly with one of the following agencies:**

**Federal Highway Administration, Colorado Division**  
12300 West Dakota Avenue, Suite 180  
Lakewood, Colorado 80228  
Phone: (720) 963-3000  
Fax: (720) 963-3001

**Federal Transit Administration**  
Office of Civil Rights  
Attention: Complaint Team  
East Building, 5th Floor - TCR  
1200 New Jersey Avenue, SE  
Washington, DC 20590  
Phone: (888) 446-2511  
<https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/file-complaint-fta>

## **What happens after a complaint is filed with CDOT?**

Most complaints will be investigated within **sixty days**. Investigating a complaint includes interviewing all parties involved and key witnesses. The investigator may also request relevant information such as books, records, electronic information, and other sources of information from all involved parties.

Complaints related to employment with CDOT will be investigated by the Office of Strategic Workforce Solutions or regional civil rights staff in accordance with CDOT policy. All other complaints will be investigated by the CRBRC or regional civil rights staff and, upon completion of the investigation, formal findings will be issued to the complainant. You may specify if there is a particular individual or individuals that you feel should not investigate your complaint due to conflict of interest or other reasons.

Complaints alleging Title VI violations against CDOT should be filed in writing, directly with the Federal Transit Administration or the Federal Highway Administration listed above. If your complaint is received by CDOT, but needs to be forwarded to one of these agencies, you will be provided the name and contact information of the federal employee handling your complaint.

Federal law prohibits retaliation against individuals because they have filed a discrimination complaint or otherwise participated in a discrimination investigation. Any alleged retaliation should be reported in writing to the investigator.

## **Questions?**

Contact the Civil Rights & Business Resource Center toll free at (800) 925-3427 or email [dot\\_civilrights@state.co.us](mailto:dot_civilrights@state.co.us)