

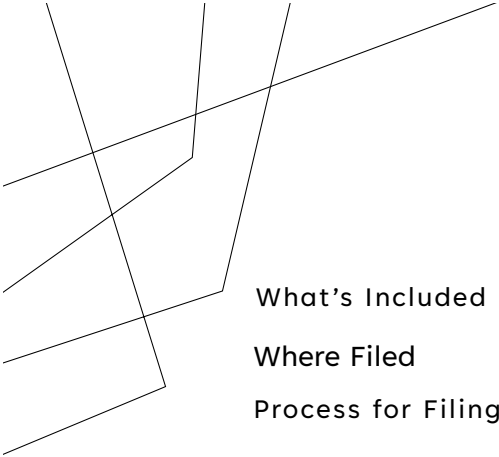
1

# PRE-FILING

- Vetting of Case
- Types of Discrimination
- Filing Deadlines
- Dual Filing

20XX
2

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What's Included  
Where Filed  
Process for Filing

# THE CHARGE

EEOC Form 6 (11/20)

### CHARGE OF DISCRIMINATION

This form is affected by the Privacy Act of 1974. See enclosed Privacy Act Statement and other information before completing this form.

Charge Presented To: Agency(ies) Charge No(s):  
 FEPA  
 EEOC

\_\_\_\_\_ and EEOC

State or local Agency, if any

Name (include Mr., Ms., Mrs.) \_\_\_\_\_ Home Phone (include Area Code) \_\_\_\_\_ Date of Birth \_\_\_\_\_  
 Street Address \_\_\_\_\_ City, State and ZIP Code \_\_\_\_\_

Named Is the Employer, Labor Organization, Employment Agency, Apprenticeship Committee, or State or Local Government Agency That I Believe Discriminated Against Me or Others. (If more than two, list under PARTICULARS below.)

Name \_\_\_\_\_ No. Employees, Members \_\_\_\_\_ Phone No. (include Area Code) \_\_\_\_\_  
 Street Address \_\_\_\_\_ City, State and ZIP Code \_\_\_\_\_

Name \_\_\_\_\_ No. Employees, Members \_\_\_\_\_ Phone No. (include Area Code) \_\_\_\_\_  
 Street Address \_\_\_\_\_ City, State and ZIP Code \_\_\_\_\_

DISCRIMINATION BASED ON (check appropriate boxes):  
 RACE  COLOR  SEX  RELIGION  NATIONAL ORIGIN  
 RETALIATION  AGE  DISABILITY  GENETIC INFORMATION  OTHER (Specify) \_\_\_\_\_

DATE(s) DISCRIMINATION TOOK PLACE \_\_\_\_\_ PLACE \_\_\_\_\_ LABEL \_\_\_\_\_  
 CONTINUING ACTION

THE PARTICULARS ARE (if additional paper is needed, attach extra sheets):  
 "SEE ATTACHMENT A"

I want this charge filed with both the EEOC and the State or local Agency, if any. I will advise the Agencies if I change my address or phone number and I will cooperate fully with them in the processing of my charge in accordance with their procedures.  
 I declare under penalty of perjury that the above is true and correct.

NOTARY - When necessary for State and Local Agency Requirements

I swear or affirm that I have read the above charge and that it is true to the best of my knowledge, information and belief.  
 SIGNATURE OF COMPLAINANT \_\_\_\_\_  
 SUBSCRIBED AND SWORN TO BEFORE ME THIS DATE (month, day, year) \_\_\_\_\_

Date \_\_\_\_\_ Charging Party Signature \_\_\_\_\_

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# MEDIATION

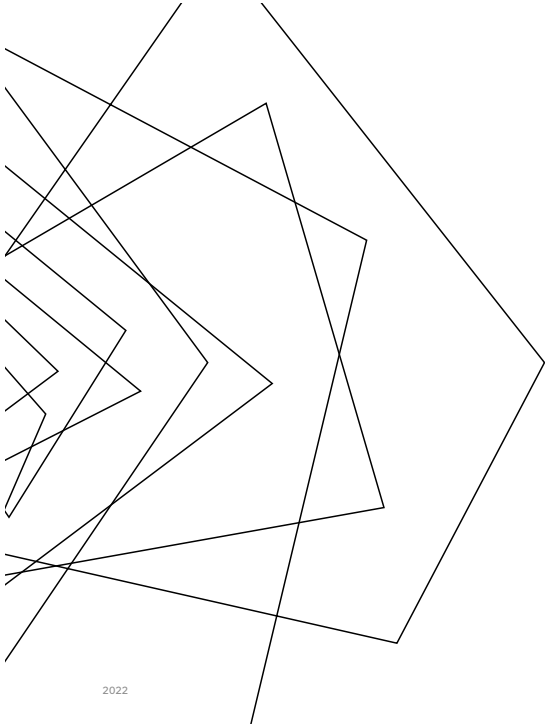
How/When/What  
Complainant's Perspective  
Respondent's Perspective



2022

4

4



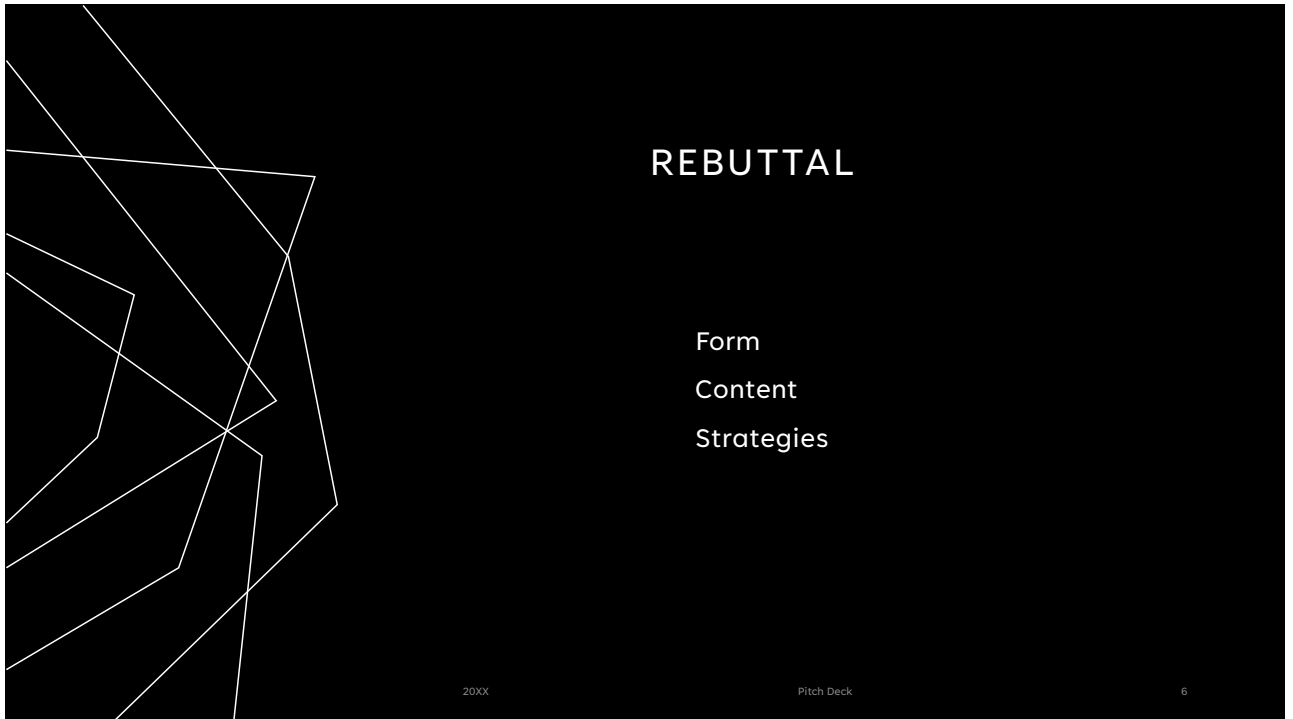
## POSITION STATEMENT

Form  
Content  
Strategies

2022

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## REBUTTAL

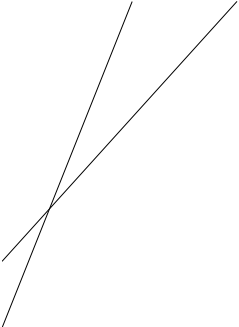
Form  
Content  
Strategies

20XX

Pitch Deck

6

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# INVESTIGATION

COMPLAINANT'S PERSPECTIVE  
RESPONDENT'S PERSPECTIVE



2022

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DET

PROBABLE CAUSE -> CONCILIATION

NO PROBABLE CAUSE -> RIGHT-TO-S

IDAHO  
HUMAN RIGHTS  
COMMISSION

EEOC Form 10 (12/2020)

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

DISMISSAL AND NOTICE OF RIGHTS

**To:** [Redacted] Attorney

**From:** Seattle Field Office  
909 First Avenue  
Suite 400  
Seattle, WA 98104-1061

**EEOC Charge No.:** [Redacted]

**EEOC Representative:** Kristine Jensen Nube,  
State & Local Program Manager

**Telephone No.:** (510) 956-0011

**THE EEOC IS CLOSING ITS FILE ON THIS CHARGE FOR THE FOLLOWING REASON:**

- The facts alleged in the charge fail to state a claim under any of the statutes enforced by the EEOC.
- Your allegations did not involve a disability as defined by the Americans With Disabilities Act.
- The Respondent employs less than the required number of employees or is not otherwise covered by the statutes.
- Your charge was not timely filed with EEOC; in other words, you waited too long after the date(s) of the alleged discrimination to file your charge.
- The EEOC issues the following determination: The EEOC will not proceed further with its investigation, and makes no determination about whether further investigation would establish violations of the statute. This does not mean the claim has no merit. This determination does not certify that the respondent is in compliance with the statute. The EEOC makes no finding as to the merits of any other issues that might be construed as having been raised by this charge.
- The EEOC has adopted the findings of the state or local fair employment practices agency that investigated this charge.
- Other (briefly state)

**- NOTICE OF SUIT RIGHTS -**  
(See the additional information attached to this form.)

**Title VII, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act, or the Age Discrimination in Employment Act:** This will be the only notice of dismissal and of your right to sue that we will send you. You may file a lawsuit against the respondent(s) under federal law based on this charge in federal or state court. Your lawsuit must be filed **WITHIN 90 DAYS** of your receipt of this notice; or your right to sue based on this charge will be lost. (The time limit for filing suit based on a claim under state law may be different.)

**Equal Pay Act (EPA):** EPA suits must be filed in federal or state court within 2 years (3 years for willful violations) of the alleged EPA underpayment. This means that backpay due for any violations that occurred **more than 2 years (3 years) before you file suit may not be collectible.**

On behalf of the Commission

Elizabeth Cannon,  
Director

10/6/2021  
(Date Issued)

**Enclosure(s):** [Redacted]

**cc:** [Redacted]

**NOTICE OF ADJUDICATION**

**RE:** [Redacted] Complaint No. [Redacted]

The above complaint pursuant to the Commission's investigation of the following:

- Complaint and/or investigation
- Failure of the respondent to cooperate with the investigation
- Inability to locate the respondent
- Investigative limitations
- The Commission's determination
- Other

This dismissal constitutes the Commission's final action under the law. You must file a lawsuit within 90 days of the date of this notice. You should consult with an attorney regarding this deadline.

Date: [Redacted]

An Equal Opportunity Employer and Service Provider

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## QUESTIONS?

John Ashby of Hawley Troxell  
[jashby@hawleytroxell.com](mailto:jashby@hawleytroxell.com)

Chad Johnson of SBHT  
[chad@idahojobjustice.com](mailto:chad@idahojobjustice.com)