

## **NOTICE OF COMPLIANCE**

### **AMERICANS WITH DISABILITIES ACT (ADA)**

The City of Tumwater does not discriminate on the basis of race, sex, color, religion, national, origin, age, disability or veteran status in the provision of services, in programs or activities, or employment opportunities and benefits.

The City of Tumwater does not discriminate on the basis of disability in the programs and activities which it operates pursuant to the requirements of the Americans with Disabilities Act of 1990, Publ. L. 101-336. This policy extends to both employment by and admission to and participation in the programs, services and activities of the City of Tumwater.

Inquiries concerning the Americans with Disabilities Act of 1990 and request for reasonable accommodation should be directed to ADA Coordinator, at 555 Israel Rd. SW, Tumwater, WA 98501, 360-754-4121. Charges of violation of the above policy should also be directed to the ADA Coordinator and will be handled in accordance with the Grievance Procedure adopted by the City of Tumwater on July 26, 1992 and detailed below:

### **CITY OF TUMWATER GRIEVANCE PROCEDURE:**

1. Submit complaints regarding access or discrimination in writing to the ADA Coordinator for resolution. A record of the complaints and action taken will be maintained. A decision by the ADA Coordinator will be rendered within ten (10) working days.
2. If the complaint cannot be resolved to your satisfaction by the ADA Coordinator, it will be forwarded to a five (5) member committee composed of a disabled person, three (3) at-large citizens, and a health/medical representative. The committee will be appointed by the Mayor.
3. The committee will be charged by the Mayor to establish ground rules or procedures for hearing complaints, requests, or suggestions from disabled persons regarding access to and participation in public facilities, services, activities, and functions in the community. Further, the committee will be directed to hear such complaints in public, after adequate public notice, in an unbiased, objective manner, and to make a written decision within thirty (30) days of notification. Proceedings of the committee shall be recorded and maintained.
4. If the complaint cannot be resolved to your satisfaction by the committee, the complaint will be heard by the Mayor or their designee. A determination must be made within thirty (30) days. The decision of the Mayor or their designee is final.
5. A record of action taken on each request or complaint must be maintained as a part of the records or minutes at each level of the grievance process.
6. Your right to a prompt and equitable resolution of the complaint must not be impaired by your pursuit of other remedies, such as the filing of a complaint with the Department of Justice or other appropriate federal agency, or the filing of a suite in state or federal court. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies.