



Filing A Charge of Discrimination

With the EEOC

If you believe that you have been discriminated against at work because of your race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 or older), disability or genetic information, you can file a **Charge of Discrimination**. A charge of discrimination is a signed statement asserting that an employer, union or labor organization engaged in employment discrimination. It requests EEOC to take remedial action.

All of the laws enforced by EEOC, except for the Equal Pay Act, require you to file a Charge of Discrimination with us before you can **file a job discrimination lawsuit** (<https://www.eeoc.gov/filing-lawsuit>) against your employer. In addition, an individual, organization, or agency may file a charge on behalf of another person in order to protect the aggrieved person's identity. There are **time limits** (<https://www.eeoc.gov/time-limits-filing-charge>) for filing a charge. The laws enforced by the EEOC require the agency to notify the employer that a charge has been filed against it.

A Charge of Discrimination can be completed through our **EEOC Public Portal** (<https://publicportal.eeoc.gov/portal/>) after you submit an online inquiry and we interview you. Filing a formal charge of employment discrimination is a serious matter. In the EEOC's experience, having the opportunity to discuss your concerns with an EEOC staff member in an interview is the best way to assess how to address your concerns about employment discrimination and determine whether filing a charge of discrimination is the appropriate path for you. In any event, the final decision to file a charge is your own.

If you have 60 days or fewer in which to file a timely charge, the EEOC Public Portal will provide special directions for quickly providing necessary information to the EEOC and how to file your charge quickly. Or, go to **Find Your Nearest Office** (<https://www.eeoc.gov/field-office>) and enter your zip code for the contact information of the EEOC office closest to you.

The laws enforced by the EEOC require the agency to accept charges alleging employment discrimination. If the laws do not apply to your claims, if the charge was not filed within the law's time limits, or if the EEOC decides to limit its investigation, the EEOC will dismiss the charge without any further investigation and notify you of your legal rights.

With A State or Local Agency

Many states and local jurisdictions have their own anti-discrimination laws, and agencies responsible for enforcing those laws (**Fair Employment Practices Agencies** (<https://www.eeoc.gov/fair-employment-practices-agencies-fepas-and-dual-filing>), or FEPAs). If you file a charge with a FEPA, it will automatically be "dual-filed" with EEOC if federal laws apply. You do not need to file with both agencies.

Note: Federal employees and job applicants have similar protections, but a **different complaint process** (<https://www.eeoc.gov/federal-sector/overview-federal-sector-eeo-complaint-process>).

- **How to File a Charge** (<https://www.eeoc.gov/how-file-charge-employment-discrimination>)
- **What You Can Expect After You File a Charge** (<https://www.eeoc.gov/what-you-can-expect-after-you-file-charge>)
- **Confidentiality** (<https://www.eeoc.gov/confidentiality>)
- **Mediation** (<https://www.eeoc.gov/mediation>)
- **Remedies** (<https://www.eeoc.gov/remedies-employment-discrimination>)
- **Existing Charges** (<https://www.eeoc.gov/after-you-have-filed-charge>)
- **Filing a Lawsuit** (<https://www.eeoc.gov/filing-lawsuit>)

Federal Government Employees and Applicants

The procedures for filing a complaint of discrimination against a federal government agency differ from those for filing a charge against a private or public employer. For discrimination complaints against a federal government agency, the procedures are different. Go to **Federal Employees & Applicants** (<https://www.eeoc.gov/federal-sector/overview-federal-sector-eeo-complaint-process>) for a description of those procedures. Federal employees and applicants can request a hearing or file an appeal with EEOC through the **EEOC Public Portal** (<https://publicportal.eeoc.gov/portal/>), which allows individuals to:

- Create an account
- Request a hearing
- File an appeal
- Identify a representative and provide their contact information
- Submit and receive documents supporting their hearing request or appeal

Log into the EEOC Public Portal

(<https://publicportal.eeoc.gov/portal/>) to:

- Submit an inquiry online
- Schedule an intake interview



4 WAYS TO CONTACT THE EEOC

IF YOU BELIEVE YOU HAVE BEEN DISCRIMINATED AGAINST AT WORK, YOU CAN START THE PROCESS OF REPORTING THIS INFORMATION TO THE EEOC IN 4 WAYS:

1 BY PHONE:

Call **1-800-669-4000** to speak with an EEOC representative who can answer questions you may have. Free interpreters are available to callers in over 200 languages. ASL Video Phone at **1-844-234-5122** and TTY at **1-800-669-6820**.



2 ONLINE:



The **EEOC's Public Portal** guides you through a few questions to help determine whether the EEOC is the right federal agency to handle your concerns. You can also use the portal to schedule an interview with the EEOC.

3 IN PERSON:

The EEOC has 53 field offices serving every state and U.S. territory. Our office locations can be found at **EEOC.gov**. Information about state or local Fair Employment Practices Agencies (FEPAs) that may be available to assist you with your employment discrimination



concerns can also be found on each **EEOC office webpage**, under the “**state, local and tribal programs**” tab. We also provide EEOC office locations and FEPA information by phone.



4 BY MAIL:



You can send the EEOC a signed letter describing your employment discrimination concerns. This signed letter becomes what the EEOC calls a “charge of discrimination” that states an employer, union, or employment agency unlawfully discriminated against you. **EEOC.gov** has a [list of information](#) that you need to include in the letter. The EEOC will review your letter and let you know if more information is needed.

FOR MORE INFORMATION, VISIT
[EEOC.GOV](https://www.eeoc.gov) OR WATCH OUR [VIDEO](#).



(<https://www.eeoc.gov/sites/default/files/2024-05/4%20ways%20to%20Contact%20the%20EEOC-paper%20%282%29508FINAL.pdf>).



https://www.youtube.com/watch?v=EFz_iaxn5Pw

Video: Ways to Contact EEOC (https://www.youtube.com/watch?v=EFz_iaxn5Pw)

If you are a licensed attorney filing on behalf of a client, use EEOC E-File for Attorneys (<https://e-file.eeoc.gov/>) to:

- Upload a charge signed by your client OR create and submit a charge that your client can sign through the EEOC Public Portal