In reply refer to: 08

September 21, 2022

VIA: **(Delivery Method)** emailaddress3

firstname lastname

address1\_line1 address1\_line2

address1\_city, govcdm\_address1statepicklist address1\_postalcode

**Subject: Notice of Receipt of Settlement Agreement and Informal Resolution of EEO Complaint Case No. govcdm\_name**

Dear firstname lastname:

The Office of Resolution Management, Diversity & Inclusion (ORMDI) received your signed settlement agreement on **govcdm\_datedecisionreceived**. As a result, the final counseling interview concerning the matter you raised during counseling was held on **govcdm\_dateofdecisiondocument**.

Normally, in the interview at the conclusion of the counseling period, you are provided information obtained during counseling. In addition, you are advised of your “Notice of Right to File a Formal Complaint” which, upon receipt, begins a 15-calendar day period for you to file a formal complaint of discrimination with the Agency.

In this case, we will not issue a “Notice of Right to File a Formal Complaint” because, as part of the settlement agreement, you formally withdrew the claim in its entirety in writing by executing and signing the settlement agreement. Your administrative file will be closed as of **govcdm\_dateofdecisiondocument**, and no further processing will take place. The Equal Employment Opportunity Commission (EEOC) takes the position that a knowing and voluntary settlement agreement terminates further consideration of the matters raised. Upon receipt of the settlement agreement, the matter is at an end, and there is no longer a right to file a formal complaint over the settled matter.

If you believe the Agency has breached the terms of the agreement, you must submit a written complaint, within (30) calendar days of the alleged breach, to the following address:

Office of Resolution Management, Diversity & Inclusion

Office of Policy and Compliance (08)

VA Central Office

810 Vermont Avenue, NW

Washington, DC 20420

We trust that the matters were resolved, but if you have any questions or need additional information regarding the content of this letter, you may contact me at 888-566-3982 (work phone: address1\_telephone1).

Sincerely,

firstname lastname

EEO Counselor