In reply refer to: 08

January 12, 2024

VIA: **(Delivery Method)** emailaddress3

govcdm\_firstname govcdm\_lastname

govcdm\_address1\_line1 govcdm\_address1\_line2

govcdm\_address1\_city, govcdm\_address1statepicklist govcdm\_address1\_postalcode

**SUBJECT: Returned Documents - EEO Case No. govcdm\_name.**

Dear govcdm\_firstname govcdm\_lastname:

This is in reference to documents you sent to ORMDI to be included as evidence in support of your claim for case number govcdm\_name, which is currently being processed at the counseling stage. We are returning the submitted documents.

If you should file a formal complaint and it is accepted for investigation, you may submit your evidence in support of your claim and a witness list to the EEO investigator, after one is assigned to your case.

Returning these documents to you now will not cause a delay in the processing of your complaint, however nothing in this letter should be construed as a waiver of any of the applicable time limits or other regulatory requirements.

If you have any questions, please contact me at 888-566-3982 Ext. **XXXXX.**

Sincerely,

firstname lastname

EEO Counselor