

# NOTICE

If you believe you have been discriminated against on the basis of your race, color, religion, sex (including gender identity, transgender status, and sexual orientation), national origin, age, genetic information, or disability, you must contact an EEO counselor. This contact must be initiated within 45 days of the date of the alleged discriminatory matter, or in the case of a personnel action, within 45 days of the effective date of the action.

To initiate contact with an EEO counselor, contact Latrice Foshee, Counselor, EEO Programs Office in Room 1107 or by telephone at (202) 376-7665, within the 45-day time period.

You *must* consult with an EEO counselor *before* filing a complaint.