**Southwestern Human Services**

**110 Fort Couch Road, Second Floor, Pittsburgh PA 15241**

**Phone: (412) 831-1223 Fax: (412) 831-1034**

**SUBJECT:** Nondiscrimination Policy Statement

 Equal Employment Opportunity

**TO:** Employees

**FROM:** *Suzanne Schollaert, Executive Director*

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An open and equitable personnel system will be established and maintained. Personal policies and practices will be designed to prohibit discrimination on the basis of race, color, religious creed, disability, ancestry, national origin, (including limited English proficiency) age, or sex.

Employment opportunities shall be provided for applicants with disabilities and reasonable accommodations shall be made to meet the physical or mental limitations of qualified applicants or employees.

Any employee, who believes they have been discriminated against, may file a complaint of discrimination with any of the following;

**Southwestern Human Services**

**110 Fort Couch Rd. 2nd Floor**

**Pittsburgh, PA 15241**

Department of Public Welfare PA Human Relations Commission

Bureau of Equal Opportunity 301 5th Avenue

Room 223, Health & Welfare Building Suite 390, Piatt Place

PO Box 2675 Pittsburgh, PA 15222

Harrisburg, PA 17105

U.S. Department of Health and Human Services Commonwealth of Pennsylvania

Office for Civil Rights DPW/Bureau of Equal Opportunity

Suite 372, Public Ledger Bldg. Western Regional Office

150 South Independence Mall West 301 5th Avenue

Philadelphia, PA 19106 Suite 410, Piatt Place

 Pittsburgh, PA 15222