

Nondiscrimination Statement Uses and Complaint Filing Procedures  
USDA has established nondiscrimination statement and complaint filing procedures provided in each program handbook. The statement has two components:

„Æ Nondiscrimination Statement ;V ;\$In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.;”

„Æ Complaint filing procedures ;V ;\$To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call 1 (866) 632-9992 (toll free), 1 (800) 877-8339 (Federal Relay Service) or 1 (800) 845-6136 (Spanish Speaking Assistance). USDA is an equal opportunity provider and employer.;”

All CEs are required to include these statements, in their entirety, on all program applications and materials regarding benefits and services. Examples of items requiring each statement would include, but are not limited to:

- „Æ Eligibility or program participation applications,
- „Æ Promotional literature,
- „Æ Websites and
- „Æ Menus.