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## 1.0 Complaints

1.1 Employees and applicants shall have access to the procedure for handling complaints relating to unlawful discrimination and harassment (which includes claims related to disabilities and sexual harassment) as outlined in the Los Rios Community College District’s Administrative Regulations.

## 2.0 Referral to State/Federal Agencies

2.1 When complaints are not resolved to the satisfaction of the applicant/employee using the District internal process, the Director, Human Resources shall refer the individual to the appropriate State or Federal agency.

## 3.0 Report on Complaints/Grievances Related to Discrimination

3.1 A compilation of complaints relating to unlawful discrimination and harassment shall be presented to the Los Rios Community College District Board of Trustees annually.

## 4.0 Non-Retaliation

4.1 It is against District Policy and unlawful to retaliate against someone who files an unlawful discrimination or harassment complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, or who represents or serves as an advocate for a complainant or respondent. Raising a concern of unlawful discrimination or harassment shall not affect the concerned individual’s future dealings with the District, with his or her employment, or with compensation or work assignments.

4.2 In a situation where evidence is found that an allegation of discrimination is brought solely for the purpose of vexation, the appropriate disciplinary action may be taken.

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(Formerly P-5117)

LRCCD

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Adm. Regulation: [R-5172](#)