



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
OFFICE OF CIVIL RIGHTS
EEO INTAKE QUESTIONNAIRE

EEO CASE #:

(TO BE COMPLETED BY EPA)

1. Full Name (b)(6) Privacy, (b)(7)(C) Enf. Privacy	2. Personal Phone Home Mobile (b)(6) Privacy, (b)(7)(C) Enf. Privacy
3. Home Address (Include City, State, Zip) (b)(6) Privacy, (b)(7)(C) Enf. Privacy Centreville VA 20120	4. Email Address (b)(6) Privacy, (b)(7)(C) Enf. Privacy

5. Employment Status

If Other, Please Explain

If no Longer Employed at EPA, Date Separated

Title, Series, Grade (If Applicable)

city of Manassas

6. Bargaining Unit Member?

Name of Union

7. Employee Office information Office/ Division/ Branch/ Section Office Address (Include City, State, Zip) Public works Manassas VA 20110 Phone Number:	8. Office Where Discrimination Occurred Office/ Division/ Branch/ Section Officer Address (Include City, State, Zip) Phone Number:
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C) COMPLAINT INFORMATION

9. Representative Name (if applicable)

Representative Mailing Address

Representative Telephone Number:

Representative E-Mail Address:

Representative Type

If Other, Specify

10. Date Most Recent Incident of Discrimination Occurred: 11/21/2023

The project I worked on was EPA funded project they will get a consultant to do my work that will cost them 10X from what they would have paid me. will they qualify for the funding if they don't comply/apply EEO

11. Select Why You Believe You Were Discriminated Against (Select All That Apply). Use drop-down menus where provided to specify the basis(es) selected. If Something Else is selected, explain in space provided.

Race

If 2 or More, List

Color

Explain, If Desired

☒ Religion If claimed, state your religion or none here

Sex

Something Else

☒ Gender Identity

Something Else

Sexual Orientation

Something Else

National Origin

Something Else

Age

Date of Birth

☒ Disability

Retaliation (Identify prior EEO Activity)

(e.g., prior EEO complaint filed 1/2020; 4711 filed 2/2020; discrimination grievance filed 2/2020; reasonable accommodation requested 1/2020; etc)

Genetic Information

Marital Status

Something Else

Parental Status

Political Affiliation

12. Identify who took the specific action/conduct that was discriminatory. Specify the action/conduct; state the date it occurred (or date you learned of it); why you believe it occurred; how it harmed you; any witness(es); remedy you are seeking. NOTE: Additional background information needed will be gathered during EEO Counseling/Investigation, as needed:

EXAMPLES:

- 1) John Smith; Immediate Supervisor; did not give me a bonus; 01/01/2023; because I am a woman; harm is loss of money; no witnesses; seeking bonus.
- 2) Jane Roberts; Coworker; made racist comment; 01/01/2023; because I am Black; harm is I was offended; Rebecca Johnson, coworker and John Smith, immediate supervisor are witnesses; seek apology and conduct to stop.
- 3) Richard Jefferson; 2nd line supervisor; denied training request; 01/01/2023; because I have a disability and filed an EEO complaint last year; harm is lost training opportunity; no witnesses; seek approval of training next time offered, and that management reprimand Jefferson.

- 1) Micheal Nicholson; immediate Supervisor, did not allow me to work from home. 09/26/2023, and after I got injured at job site
- 2) Darla Hicks; HR Director, didn't approve my proper compensation