

Equal Employment Opportunity Circular Federal Transit Administration



The Federal Transit Administration (FTA) is responsible for ensuring that grantees receiving FTA financial assistance carry out the Equal Employment Opportunity (EEO) provisions of Federal law, including Title VII of the Civil Rights Act of 1964. The Urban Mass Transit Administration (UMTA), FTA's predecessor agency last issued EEO guidance in 1988. The Collaborative assisted FTA in developing a revised EEO Circular, which incorporates changes in laws, regulations, and guidance.

The Collaborative also developed Microsoft Excel workbook templates for grantees to use in preparing required analyses of employee utilization as well as analyses of employment practices.

Equal Employment Opportunity is THE LAW

Private Employers, State and Local Governments, Educational Institutions, Employment Agencies and Labor Organizations

Applicants to and employees of most private employers, state and local governments, educational institutions, employment agencies and labor organizations are protected under Federal law from discrimination on the following basis:

RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN
Title VII of the Civil Rights Act of 1964, as amended, protects applicants and employees from discrimination in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment, on the basis of race, color, religion, sex (including pregnancy), or national origin. Religious discrimination includes failing to reasonably accommodate an employee's religious practices where the accommodation does not impose undue hardship.

DISABILITY
Title I and Title V of the Americans with Disabilities Act of 1990, as amended, protect qualified individuals from discrimination on the basis of disability in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. Disability discrimination includes not making reasonable accommodation to the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, harasing undue hardship.

AGE
The Age Discrimination in Employment Act of 1967, as amended, protects applicants and employees 40 years of age or older from discrimination based on age in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment.

SEX (WAGES)
In addition to sex discrimination prohibited by Title VII of the Civil Rights Act, as amended, the Equal Pay Act of 1963, as amended, prohibits sex discrimination in the payment of wages to women and men performing substantially equal work, in jobs that require equal skill, effort, and responsibility, under similar working conditions, in the same establishment.

GENETICS
Title II of the Genetic Information Nondiscrimination Act of 2008, as amended, protects applicants and employees from discrimination based on genetic information in hiring, promotion, discharge, pay, fringe benefits, job training, classification, referral, and other aspects of employment. GINA also restricts the collection, disclosure, and use of genetic information and strictly limits disclosure of genetic information to family members, the manifestation of diseases or disorders as indicated by an individual's medical history, and requests for or receipt of genetic services or products by employees, or their family members.

RETALIATION
All of these Federal laws prohibit covered persons who file a charge of discrimination proceeding, or otherwise opposes an unlawful practice, from being discriminated against.

WHAT TO DO IF YOU BELIEVE DISCRIMINATION
There are strict time limits for filing charges with the EEOC. To act on your behalf, you should file a charge of discrimination as soon as you know or should know that discrimination has occurred. The U.S. Equal Employment Opportunity Commission (EEOC) is located at 1400 K Street, N.W., Washington, D.C. 20004. EEOC field office information is available in most telephone directories in the U.S. Government section. Additional information about EEOC filing, is available at www.eeoc.gov.

