



**Title VI Complaint Form
Orange County Transportation Authority (OCTA)
Office of Civil Rights**

Title VI of the Civil Rights Act of 1964 provides that “no person in the United States shall, on the grounds of race, color or nation of origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

It is the policy of OCTA to employ its best efforts to ensure that all programs, services, activities, and benefits are implemented in a non-discriminatory manner.

Any person who believes that he or she, individually, or as a member of any specific class of persons, has been subjected to discrimination on the basis of race, color, or national origin may file a written complaint within 180 days from the date of the alleged discrimination with OCTA, the Federal Transit Administration (FTA), or the Secretary of Transportation. Further, OCTA prohibits intimidation, coercion, or engagement in other discriminatory conduct against anyone because he or she has filed a complaint to secure rights protected by Title VI.

Please provide the following information:

Complainant Name:	Phone Number:	
Complainant Street Address:		
City:	State:	Zip Code:
Person(s) discriminated against (if someone other than complainant):		
Person(s) discriminated against (if other than Complainant) Street Address:		
City:	State:	Zip Code:

Date of Incident: _____

Which of the following best describes the reason the alleged discrimination took place (circle one)

Race

Color

National Origin

If you are unable or incapable of providing a written statement, but wish OCTA to investigate alleged discrimination; a verbal complaint of discrimination may be made. Please contact **714-636-RIDE** and speak with a Customer Relations Representative. The complainant will be interviewed by an appropriate official authorized to receive complaints. If necessary, the official will assist you in converting verbal complaints to writing. Translation services will be provided to all complainants, as necessary.

Please describe the alleged discrimination incident. Provide the name(s) and job title(s) of all OCTA employees involved, if available. Explain what happened and whom you believe was responsible. Please use the back of this form if additional space is required.

Please email your complaint form to titlevi-inquiries@octa.net or mail your complaint form directly to OCTA to the following address:

Maggie McJilton
Executive Director, People and Community Engagement
Federal Compliance Officer
600 South Main Street
Orange, CA 92863

Have you filed a complaint with any other federal, state, or local agency? (Circle one) Yes/No

If you answered yes, please provide the following information for each agency a complaint was submitted to:

Agency	Contact Person
Street Address, City, State, Zip Code	
Agency	Contact Person
Street Address, City, State, Zip Code	

In addition to utilizing the Civil Rights complaint process at OCTA, a Complainant may file a Title VI complaint with the Federal Transit Administration Office of Civil Rights for complaints related to OCTA's fixed route service or the Department of Transportation in Washington, D.C. for complaints related to FHWA funded projects:

Federal Transit Administration
Office of Civil Rights
Attention: Complaint Team
East Building, 5th Floor – TCR
1200 New Jersey Avenue, SE
Washington, DC 205901200

Federal Highway Administration
U.S. Department of Transportation
Attention: Office of Civil Rights
1200 New Jersey Avenue, SE
8th Floor E81-105
Washington, DC 20590

I affirm that I have read the above charge and that it is true to the best of my knowledge, information, and belief.

Complainant's Signature

Date