

# CIVIL RIGHTS

*Training Session 2015*



# WHY TRAINING IS NECESSARY

- Required by TEFAP/CSFP Contract
- Encourages voluntary compliance
- All employees and volunteers who have public contact should know basics



# WHAT IS UNLAWFUL DISCRIMINATION?

- Disparate Treatment (intentional)
- Disparate/Adverse Impact (unintentional)
- Retaliation



# LIMITED ENGLISH PROFICIENCY

- Identify languages
- Identify where needed
- Identify extent of needs
- Identify how to best meet needs
- See [www.lep.gov](http://www.lep.gov) for more info



# PROTECTED CLASSES

- Race
- Color
- National Origin
- Age
- Sex
- Disability



# WHAT IS A CIVIL RIGHTS COMPLAINT?

- Must be against a component of the federal program.
- Must be based on one or more of the protected classes.
- Must be filed within 180 days of the occurrence or notice.



# WHERE TO FILE A COMPLAINT

USDA, Director, Office of Adjudication

71400 Independence Avenue

Washington, DC

Phone 866-632-9992

Federal Relay Service 800-877-8339

Spanish 800-845-6136



# SITUATION 1

Mabel works in an soup Kitchen as a server. She consistently gives the men larger portions than the women because “men always have bigger appetites than women.”

Is this a civil rights violation?





# SITUATION 2

You have an unusually large number of elderly clients and know they are all on fixed incomes.

You decide to allow them to come to the pantry twice a month to get extra food if they need it.

Is this a civil rights violation?



# SITUATION 3

Your pantry is located in a church, supported by the church and all of your volunteers are members of the church.

While clients are waiting in the church, you play a video of the pastors sermon and religious music.

Is this a civil rights violation?



# SITUATION 4

A male client in a wheel chair comes into the soup kitchen and he is obviously under the influence.

You tell him to leave the premises and return when he is sober.

Is this a civil rights violation?



# SITUATION 5

One of your volunteers has fallen on hard times and is embarrassed by his situation.

You offer him a private trip through your pantry when you are not normally open to ease his embarrassment.

Is this a civil rights violation?



# SITUATION 6

A man walks into a pantry that is supported by the Church. He is ill and asks the volunteer if the preacher can talk to him and pray with him.

Is it okay for the pastor to counsel and say a prayer with this man?



# SITUATION 7

You decide to do holiday baskets for Thanksgiving and Christmas for families with children and intend to include TEFAP commodities in the baskets.

Is this okay?



# SITUATION 8

A caller reports to the pantry director that several Hispanic volunteers are selling food and are bragging that they took the food from the pantry. The director decides to photograph the Hispanic volunteers to show around the neighborhood to confirm the callers story.

Does this violate civil rights?



QUESTIONS?

