

## About Us

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In 1991 the Prince William County Board of Supervisors authorized the creation of a Human Rights Study Committee to examine the need for a human rights commission based on growing diversity, population needs and resources. After several meetings and public hearings, the Study Committee determined that a need for a Human Rights Ordinance and an agency to enforce it existed. The Human Rights Ordinance would prohibit discriminatory practices based on race, color, sex, national origin, religion, marital status or disability, in employment, housing, public accommodations, education and credit, in Prince William County. In Sept. 1992 the Board of County Supervisors established a Human Rights Ordinance, which created the Human Rights Commission to ensure that "each citizen is treated fairly, provided equal protection of the law and equal opportunity to participate in the benefits, rights, and privileges of community life."

On Jan. 15, 1993, the Human Rights Ordinance became effective and the Commission Office opened to provide services. Residents are encouraged to use its services if they feel their rights are being violated in the areas of employment, fair housing, credit, education and public accommodation.



**PRINCE  
WILLIAM**  
Human Rights

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**Equal opportunity  
is the law!**

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**PRINCE WILLIAM**  
Human Rights

### Human Rights Commission

15941 Donald Curtis Drive, Suite 125  
Woodbridge, VA 22191  
(703)792-4680  
Fax (703) 792-6944

*Se Habla Español*

### Mission

*To eliminate discrimination through civil and human rights law enforcement and to establish equal opportunity for all persons within the County through education.*

[pwcgov.org/humanrights](http://pwcgov.org/humanrights)

## Our Job

The primary job of the Human Rights Commission Office is the resolution of charges brought to the attention of the commission by residents who feel their rights were violated in the areas of employment, fair housing, credit, education and public accommodation.

If you feel that you have been discriminated against in the following areas you can contact our office to learn about your equal opportunity rights.

- *Employment*
- *Housing*
- *Credit*
- *Public Accommodation*
- *Education*

### **On the basis of your:**

- *Race*
- *Color*
- *Sex*
- *National Origin*
- *Age*
- *Status as a Veteran*
- *Sexual Orientation*
- *Gender Identity*
- *Religion*
- *Disability*
- *Familial Status*
- *Source of Income*
- *Marital Status*

## What is covered?

- Discrimination in employment, public accommodation, fair housing, credit and education, on the basis of race, sex/gender, marital status, religion, national origin, age, sexual orientation, gender identity, status as a veteran and disability.
- Employment complaints which have occurred within 365 days before filing a complaint.
- Alleged violations by employers that have 6 or more employees.

## How do I file a charge?

*Contact the Human Rights office in person, by telephone, letter, or online.*

Talk with a staff member about your concerns. They can determine if the office covers the complaint. If the complaint is not covered by the Human Rights office, the staff member will try to make a referral to another agency which can handle your complaint.

### **If the office covers the complaint:**

- *Complete an intake form.*
- *Meet with an investigator to discuss the complaint.*
- *Bring supporting documents.*
- *Be prepared to identify witnesses by name and provide telephone numbers or addresses.*
- *You will sign a notarized charge of discrimination.*

*To file a complaint and access the necessary forms visit*  
**[pwcgov.org/humanrights](http://pwcgov.org/humanrights)**

## Does my case go to court?

After 180 days the Charging Party can inform the Human Rights Office in writing that he/she wants to proceed to the courts for resolution of the charge. In the case of Employment charges, a request for a Right to Sue from the Equal Employment Opportunity Commission (EEOC) must be made in writing. Once a Charging Party decides to proceed to the courts, any charges filed with the Human Rights Commission will be closed.

Charging Parties do not need a lawyer to file a charge with the Human Rights Commission, however they may retain one at their own expense. The Human Rights Commission neither represents the Charging Party nor the Respondent.



**Equal opportunity is the law!**