



Nondiscrimination

Green River PACT is an equal opportunity employer and provider, and holds that all employees, parents, youth, customers, tenants, and clients shall be free from all forms of discrimination and conduct which can be considered harassing, coercive, disruptive, or in violation of any civil rights. PACT is committed to providing equal opportunity without regard to race, religion, national origin, color, sex, age, disability, pregnancy, marital status, ancestry, citizenship status, veteran status, sexual orientation, gender identity or any other basis protected by law. Laws supporting non-discrimination include the Age Discrimination in Employment Act (enacted in 1967), Title VII of the Civil Rights Act (enacted in 1964), and the Americans with Disabilities Act (enacted in 1990), and the Utah Antidiscrimination Act.

Grievance Process- Step One (Program Supervisor)

Anyone wishing to file a complaint shall first discuss the complaint with the relevant program supervisor. The program supervisor shall conduct an investigation into the complaint as deemed necessary. The program supervisor shall render a decision within ten business days. If the program supervisor is the source of the complaint, the grievant may instead file a complaint immediately with the Executive Director.

Grievance Process- Step Two (Executive Director)

If you are unsatisfied with the decision made by the relevant program supervisor, you may appeal to the Executive Director. The Executive Director shall render a decision within ten business days. If the Executive Director is the source of the complaint the program supervisor will instead forward the complaint to the Green River PACT Board of Directors.

Grievance Process- Step Three (Board of Directors) and Subsequent Steps

Should the decision of the Executive Director be unsatisfactory, you may appeal to the Green River PACT Board. The Board shall review all information submitted by the grievant, program supervisor, and Executive Director. The Board will decide on your complaint at the next scheduled Board meeting. The decision of the Board is final unless the complaint is related to discriminatory action. Details related to filing discriminatory complaints are found in the attached Grievance Forms related to the relevant program.

Methods for Initiating a Grievance/Complaint

A grievance or complaint may be verbal or written. A verbal complaint that the grievant wishes to receive a response to needs to be recorded by an employee on the requisite form. A complaint may be made anonymously.

If you have any questions, comments, or concerns, please come by PACT at 125 South Long Street in Green River or call (435) 564-8221.



Name:
(Can be anonymous)

Today's Date:

Are you a parent/guardian of a youth who attends Pyramid Youth Programs? YES NO

If yes, please print your child's name:

Age:

Daytime Phone:

Home Phone:

1. The date of the grievable event:

2. A specific statement of the law, rule, policy and/or acceptable practice violated. What action or conduct constituted the violation and what happened?

Total number of pages attached _____

3. The resolution or remedy you want:

Total number of pages attached _____

4. Grievant signature and date filed with administration:

Grievant Signature

Date

Program Supervisor Signature

Date received from grievant

Executive Director Signature

Date received from grievant



Name:
(Can be anonymous)

Today's Date:

What program is your grievance related to? Food Pantry Garden Meals Education

Daytime Phone:

Home Phone:

1. The date of the grievable event:

2. A specific statement of the law, rule, policy and/or acceptable practice violated. What action or conduct constituted the violation and what happened?

Total number of pages attached _____

3. The resolution or remedy you want:

Total number of pages attached _____

4. Grievant signature and date filed with administration:

Grievant Signature

Date

Program Supervisor Signature

Date received from grievant

Executive Director Signature

Date received from grievant

If you are not satisfied with our current policy, you can contact the USDA Office of Adjudication Director:
1400 Independence Avenue, SW, Washington, DC 20250-9410
Toll-free: (866) 632-9992
program.intake@usda.gov



GRIEVANCE FORM
Green River Thrift Store



Name:
(Can be anonymous)

Today's Date:

Daytime Phone:

Home Phone:

1. The date of the grievable event:

2. A specific statement of the law, rule, policy and/or acceptable practice violated. What action or conduct constituted the violation and what happened?

Total number of pages attached _____

3. The resolution or remedy you want:

Total number of pages attached _____

4. Grievant signature and date filed with administration:

Grievant Signature

Date

Program Supervisor Signature

Date received from grievant

Executive Director Signature

Date received from grievant

Cottonwoods on the Green Apartments

Green River, Utah



GRIEVANCE FORM
Cottonwoods on the Green

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Name:
(Can be anonymous)

Today's Date:

Are you tenant of the apartments?

YES

NO

If yes, which unit are you renting?

Daytime Phone:

Home Phone:

1. The date of the grievable event:

2. A specific statement of the law, rule, policy and/or acceptable practice violated. What action or conduct constituted the violation and what happened?

Total number of pages attached _____

3. The resolution or remedy you want:

Total number of pages attached _____

4. Grievant signature and date filed with administration:

Grievant Signature

Date

Program Supervisor Signature

Date received from grievant

Executive Director Signature

Date received from grievant