6-08/100.10 Verified Complaint

Any person claiming job discrimination may file with the Commission a verified complaint in writing. The director or the director's authorized representative may in like manner, on that person's own motion, make, sign and file a complaint. (GC 12960)

The verified complaint shall be served either personally or by certified mail with return receipt requested, upon the person, employer, labor organization, or employment agency alleged to have committed the unlawful practice complained of. Service shall be made at the time of initial contact with such person, employer, labor organization, or employment agency or the agents thereof, or within 60 days, whichever first occurs. At the discretion of the director, the complaint may not contain the name of the complaining party unless such complaint is filed by the director or the director's authorized representative. (GC 12962)