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SOLUTIONS FOR HARASSMENT AND DISCRIMINATION



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IF YOUR EMPLOYER OR CO-WORKERS ARE HARASSING YOU, THEN ESCALATED TO DISCRIMINATION DUE TO YOUR RACE, COLOR SEX, RELIGION, NATIONAL ORIGIN, RETALIATION, GENDER AND DISABILITY THEN THE FOLLOWING STEPS YOU HAVE TO TAKE TO PROTECT YOUR SELF, YOUR JOB, YOUR FAMILY AND WIN BIG IN COURT.

**STEP 1: WHAT DO YOU NEED TO DO WHILE YOU ARE ON DUTY?**

WHILE YOU ARE ON DUTY MAKE SURE TO HAVE A MINI RECORDER ON YOU IN CASE YOU NEED TO RECORD ANY INCIDENTS THAT YOU MIGHT BE INVOLVED IN. BE ADVISED WHILE YOU ARE ON DUTY IF ANYONE PHYSICALLY ATTACK YOU MAKE SURE TO CALL 911 TO GENERATE A POLICE REPORT (61 INCIDENT REPORT). IF YOU HAVE BEEN VERBALLY THREATEN IN PERSON OR ON THE PHONE MAKE SURE TO GENERATE A POLICE REPORT (61 INCIDENT REPORT). IF ANYONE GETS ARRESTED DUE TO THEIR BEHAVIOR TOWARD YOU MAKE SURE TO FILE AN ORDER OF PROTECTION IN CRIMINAL COURT (GET A COPY OF YOUR POLICE REPORTS AND SUBMITTED IT IN CRIMINAL COURT). IT IS ALWAYS HELPFUL TO KNOW YOUR SURROUNDINGS IF ANY UNFORTUNATE EVENTS UNFOLDS THAT MEANS GETTING WRITTEN STATEMENTS FROM WITNESSES AND KNOW THEIR NAME, CONTACT NUMBER AND THEIR DISCRETION.

BE ADVISED IT IS ALWAYS HELPFUL TO GET AS MUCH INFORMATION AT THE TIME OF THE INCIDENT BECAUSE IT WILL HELP YOU AT YOUR HEARING DAY.

**STEP 2: FILE AN EEO (EQUAL EMPLOYMENT OPPORTUNITY) FORM AT YOUR EMPLOYER HUMAN RESOURCES DIVISION OF AFFIRMATIVE ACTION. FILE AN EQUAL EMPLOYMENT OPPORTUNITY FORM AND SUBMITTED TO THE DIRECTOR OF HUMAN RESOURCES. MAKE SURE TO GET A COPY OF YOUR EEO FORM WITH THEIR COMPANY STAMP ON IT. THEN TAKE YOUR COPY OF EEO FORM AND THEN CONTACT YOUR EMPLOYER OFFICE OF IG (INSPECTOR GENERAL) MAKE AN APPOINTMENT TO SEE AN INSPECTOR FACE TO FACE TO FILE A COMPLAINT AND REMEMBER WHILE YOU ARE BEING INTERVIEWED BY AN INSPECTOR YOU ARE BEING RECORDED SO GET YOUR STORY STRAIGHT AND STICK WITH IT.**

**STEP 3: SEEK LEGAL ACTION EITHER BY YOUR UNION OR GET AN EMPLOYMENT LAWYER.**

**A:** REMEMBER IF YOU HIRE A LAWYER THEN YOUR UNION WILL NOT REPRESENT YOU SO SEEK YOUR LEGAL HELP IS YOUR OWN DISCRETION. IN THE MEAN TIME GO TO YOUR LOCAL STATE BILLING DEPARTMENT OF HUMAN RIGHTS [WWW.DHR.STATE.NY.US](http://WWW.DHR.STATE.NY.US) (YOU WILL HAVE TO SEARCH FOR YOUR STATE DHR ONLINE) AND FILE A FORMAL DISCRIMINATION COMPLAINT FORM TO OFFICE OF EXECUTIVE DEPARTMENT.

**B:** CONTACT YOUR EEOC (EQUAL EMPLOYMENT OPPORTUNITY COMMISSION) STATE AND LOCAL UNIT AND MAKE AN APPOINTMENT TO OBTAIN AN EEOC FORM 5 (5/01) AND MAKE SURE TO FILL IT OUT WITH YOUR LAWYER OR YOUR UNION REPRESENTATIVE. THEN NOTARY PUBLIC IT AND THEN SUBMIT IN YOUR LOCAL EEOC OFFICE. [WWW.EEOC.GOV](http://WWW.EEOC.GOV)

**C:** MAKE SURE TO TAKE ALL YOUR EVIDENCES FILE A DISCRIMINATION FORM IN THE OFFICE FOR CIVIL RIGHTS U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES [WWW.HHS.GOV](http://WWW.HHS.GOV). FINALLY CONTACT A NON PROFIT ORGANIZATION WHO WILL PRESSURE YOUR EMPLOYER TO STOP THEIR DISCRIMINATION AND HARASSMENT AGAINST YOU OR THEY WILL INVOLVE MEDIA, SUCH AN ORGANIZATION IS CAIR ([WWW.CAIR.COM](http://WWW.CAIR.COM))

IN CONCLUSION ALL THE ABOVE STATED AGENCIES WILL INVESTIGATE YOUR EMPLOYER. YOUR LAWYER WILL THEN PROCEED WITH DISCRIMINATION CHARGES AGAINST YOUR EMPLOYER OR THE PEOPLE INVOLVED IN COURT. I AM VERY CERTAIN YOU THAT YOU WILL BE VICTORIOUS AGAINST YOUR OPPRESSIVE EMPLOYER AND I HAVE NO DOUBT THAT YOU WILL BE FINANCIALLY BE REWARDED.

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THIS INFORMATION IS ACCURATE AS OF 4/09 AND IS SUBJECT TO CHANGE AFTER THIS DATE.