

## ATLANTA REGIONAL COMMISSION TITLE VI POLICY STATEMENT

### 亞特蘭大地區委員會第六條法案 ( Title VI ) 政策聲明

It is the policy of the Atlanta Regional Commission that no person shall on the grounds of race, color, national origin, sex, disability, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any operation of the Atlanta Regional Commission as provided by Title VI of the Civil Rights Act of 1964 and related statutes.

亞特蘭大地區委員會的政策是，依據 1964 年民權法第六條 ( Title VI of the Civil Rights Act of 1964 ) 和相關法規的規定，在任何亞特蘭大地區委員會的作業範圍中，沒有人可以因為種族、膚色、國籍、性別、殘障或年紀的理由，而被排除在外、拒絕福利、或受到歧視。

This policy applies to all operations of the Atlanta Regional Commission, including its contractors and anyone who acts on behalf of the Atlanta Regional Commission. This policy also applies to the operations of any department or agency to which the Atlanta Regional Commission extends federal financial assistance. Federal financial assistance includes grants, training, use of equipment, donations of surplus property, and other assistance.

這項政策適用於亞特蘭大地區委員會的所有作業，包括其承包商和任何代表亞特蘭大地區委員會的人員。此政策也適用於亞特蘭大地區委員會提供聯邦財政援助之任何部門或機構的作業。聯邦財政援助包括：補助金、培訓、使用器材、捐贈過剩物品，以及其他的協助。

Prohibited discrimination may be intentional or unintentional. Seemingly neutral acts that have disparate impacts on individuals of a protected group and lack a substantial legitimate justification are a form of prohibited discrimination. Harassment and retaliation are also prohibited forms of discrimination.

被禁止的歧視可以是有意或無意的。似乎對受保護團體中的個人有不同的影響的中立行為和缺乏實質性的正當理由，都是一種被禁止的歧視。騷擾和報復也是被禁止的歧視形式。

Examples of prohibited types of discrimination based on race, color, national origin, sex, disability, or age include: Denial to an individual any service, financial aid, or other benefit; Distinctions in the quality, quantity, or manner in which a benefit is provided; Segregation or separate treatment; Restriction in the enjoyment of any advantages, privileges, or other benefits provided; Discrimination in any activities related to highway and infrastructure or facility built or repaired; and Discrimination in employment.

禁止因為人種、膚色、國籍、性別、殘障或年紀的理由而歧視的例子包括：拒絕提供個人任何服務、財務援助或其他福利；提供的福利在質量、數量或方式上有區別；隔離或分開處理；限制享

有提供的任何好處、特權、或其他福利；對任何有關公路和基礎設施，或建造/修理設施的活動的歧視；就業歧視。

Title VI compliance is a condition of receipt of federal funds. The Title VI Coordinator is authorized to ensure compliance with this policy, Title VI of the Civil Rights Act of 1964, 42 U.S.C § 2000d and related statutes, and the requirements of 23 Code of Federal Regulation (CFR) pt. 200 and 49 CFR pt. 21.

合乎第六條 ( Title VI ) 法案是獲得聯邦資金的條件。第六條法案的協調員有權確認是否合乎此原則：1964 年民權法第六條，42 U.S.C § 2000d 和相關法規，以及 23 聯邦法規 (CFR) pt. 200 和 49 CFR pt. 21 的要求。

## **ATLANTA REGIONAL COMMISSION TITLE VI COMPLAINT PROCESS**

### **亞特蘭大地區委員會第六條 ( Title VI ) 法案投訴程序**

#### *I. Purpose 目的*

The Atlanta Regional Commission's complaint process covers complaints filed by an individual or group of individuals under Title VI of the Civil Rights Act of 1964, relating to any planning process, program or activity administered by the Atlanta Regional Commission. The process does not deny the right of the complainant to file formal complaints with other state or federal agencies, or to seek private counsel.

亞特蘭大地區委員會的投訴程序涵蓋由個人或團體根據 1964 年民權法第六條所提出之有關亞特蘭大委員會所管理的任何規劃過程、計劃或活動的投訴。此程序並不否定投訴人向其他州或聯邦機構，提出正式投訴或尋求私人諮詢的權利。

#### *II. Definitions 定義*

Title VI of the Civil Rights Act of 1964: No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

1964 年民權法第六條：沒有人能在美國因為種族、膚色、國籍的理由，而在任何接受聯邦財務援助的計劃或活動中，被排除在外、拒絕福利或受到歧視。

*Complaint:* Any verbal or written communication received by the Office of the Director from members of the public referencing a general complaint regarding the inequitable distribution of benefits, services, amenities, programs or activities financed in whole or in part with federal funds is perceived as an informal charge. A complaint is further defined as any written complaint by an individual or group seeking to remedy perceived discrimination by policies, practices or decisions, which have an adverse impact resulting in inequitable distribution of benefits, services, amenities, programs or activities financed in whole or in part with federal funds.

投訴：主任辦公室所收到之來自公眾人士的任何口頭或書面信息，指出有關全部或部分由聯邦資金財務補助的福利、服務、設施、計劃或活動未能公平地被分配，意味著非正式的指控。投訴則更進一步定義為：任何來自個人或團體的書面投訴，尋求補救因政策、實作或決定的歧視而造成全部或部分由聯邦資金財務補助的福利、服務、設施、計劃或活動未能公平地分配。

### *III. Responsibility 責任*

The Executive Director of the Atlanta Regional Commission is responsible for Title VI and has designated Brittany Zwald, Contracts and Grants Analyst, as the Title VI Officer.

亞特蘭大地區委員會的執行主任負責第六條（ Title VI ）法案，並且已指定 Brittany Zwald（ 合約和補助金分析師 ）為第六條法案的官員。

It is the official policy of the Atlanta Regional Commission to minimize potential complaints through the following:

亞特蘭大地區委員會的官方政策，透過以下各項來減少可能的投訴：

- The Atlanta Region's Plan, 2016;  
2016 年的亞特蘭大地區計劃；
- The Regional Community Engagement Plan, an updated transportation public participation plan, adopted by the ARC in 2014;

地區社區參與計劃，2014年ARC採納了一個更新的公眾參與運輸計劃；

- The Stakeholder Engagement Plan, 2015/2016; and, 2015/2016年利益相關者的參與計劃；以及，
- Implementation of procedures and guidelines for ARC's planning and participation processes in accordance with policies, including:

合乎政策之ARC規劃和參與流程的執行步驟和準則，包括：

- Public notice of review and comment period through a legal organ, the ARC website, media advisories and extensive mailing lists;  
透過法律機構、ARC網站、媒體諮詢和廣泛的郵件列表來公佈審查和意見徵詢期；
- Reasonable opportunity for review and comment inclusive of a 30-day review and comment period;  
有合理的機會審查和提出意見，包括30天的審查和意見徵詢期；
- Comment documentation and distribution to policy makers and the general public;  
意見建檔並分發給政策制定者和一般大眾；
- Opportunities for citizens to participate through focus groups, listening sessions, task forces and planning teams;  
讓市民有透過焦點小組、聽政會議、工作隊伍和規劃團隊來參與的機會；
- A formal ARC committee structure for approvals and recommendations: Transportation Coordinating Committee, Transportation and Air Quality Committee and ARC Board;  
有一個正式的ARC委員會結構來給予核准和建議：運輸協調委員會、運輸和空氣品質委員會，以及ARC董事會；
- Opportunities for oral and written comment by email, social media, survey responses, fax, phone calls, regular mail, telephone conversation, public hearings or face-to-face conversations; and,  
給予透過電郵、社交媒體、調查表回覆、傳真、電話、一般信件、電話對談、公開聽證會或面談，提交口頭和書面意見的機會；以及，
- A participation evaluation process to assess the effectiveness of public outreach activities.

參與評估過程，以評量公開宣傳活動的成效。

Supporting documents for the above may be obtained from ARC's, 404-463-3100.

上述的支持文件可從 ARC 取得，404-463-3100。

#### IV. *Intake and Processing* 擷取和處理

- Any ARC employee may receive a verbal or written communication of a concern and shall direct the complainant to report the concern directly to one of ARC's designated Title VI Officers. Contact information is provided on ARC's website.

任何 ARC 員工可能會收到口頭或書面之關切信息，再將此投訴直接向 ARC 指定之第六條法案 ( Title VI ) 的其中一位專員報告。聯絡資訊刊登在 ARC 網站。

- All complaints will be assigned a tracking number upon completion of the complaint form.  
所有的投訴，在完成投訴表格時，都會有一個指定的追蹤號碼。
- An investigation will occur unless there is omission of facts which could establish intentional unequal treatment or the complainant is not a primary beneficiary of the federal funding received by ARC.  
除非遺漏了可能造成不公平待遇的事實，或者投訴人不是 ARC 收受聯邦資金的主要受益人，否則將會開始進行調查。
- If a determination is made that the matter is outside the scope of Title VI, notification will be provided complainant in writing within 10 working days of receipt of complaint.  
如果裁定該事件已超出第六條法案的範圍，在收到投訴的 10 個工作天內，就會提供投訴人書面通知。
- If the matter is determined to be within the scope of Title VI, the Title VI Officer will notify the complainant and begin an investigation within 10 working days of receipt of the complaint.  
如果裁定該事件是在第六條法案的處理範圍之內，在收到投訴的 10 個工作天內，處理第六條法案的官員，便會通知投訴人並開始進行調查。

V. *Investigation, Determination and Recommendation*

*調查、裁決和建議*

- The Title VI Officer, in consultation with the affected department, will conduct an investigation inclusive of the following steps: the basis of the alleged unequal treatment; ascertain when and where the alleged unequal treatment occurred; identify and interview all relevant parties, review documents; and obtain other factual information from appropriate sources.

第六條法案的官員與有關部門商討之後，將進行包括以下步驟的調查：所謂不公平待遇的依據；確定發生所謂不公平待遇的時間和地點；辨識和採訪所有相關的人，審查文件；以及從適當的來源取得實情。

- A record of all discussions will be maintained and documents relating to the investigation retained in a confidential file by Title VI Officials.

所有討論的記錄都會被保存下來，第六條法案的官員也會把相關的調查文件存儲在機密的檔案中。

- Based upon conclusion of a thorough investigation, a report will be prepared summarizing findings and suggesting appropriate corrective action, along with a proposed resolution.

根據徹底調查的結論，準備一份報告來總結調查結果，以及建議適當的糾正措施並提出決議。

- The investigation will be conducted and completed within 60 days of the receipt of the formal complaint.

在收到正式投訴的 60 天內，便會處理並完成調查。

- The investigative report will be submitted to the ARC Executive Director.

調查報告會提交給 ARC 執行主任。

VI. *Communications of Findings and Complaint Resolution*

*調查結果和投訴決議的信息*

- The Executive Director of the Atlanta Regional Commission will accept, reject, or modify the investigative report.

亞特蘭大地區委員會執行主任會接受、拒絕或修改調查報告。

- Written notification will be provided to the complainant of the findings and proposed resolution within 30 days.

將會在 30 天內把調查結果和提出的決議，以書面通知提供給投訴人。

#### *VII. Appeal 申訴*

The complainant may appeal to the Executive Committee of the Atlanta Regional Commission.

投訴人可以向亞特蘭大地區委員會的執行委員會提出申訴。

**TITLE VI COMPLAINT FORM**

**第六條法案投訴表**

Title VI of the 1964 Civil Rights Act States: "No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

1964 年民權法第六條法案宣稱：「沒有人在美國可以因為種族、膚色、國籍是理由，而在任何接受聯邦財務援助的計劃或活動中，被排除在外、拒絕福利或受到歧視。」

Please provide the following information, necessary in order to process your complaint. Assistance is available upon request

請提供以下所需的資訊，以便處理您的投訴。可因應您的要求提供協助。

Complainant's Name 投訴人姓名:

\_\_\_\_\_

Address 地址:

\_\_\_\_\_

City 市: \_\_\_\_\_ State 州: \_\_\_\_\_ Zip Code 郵遞區號: \_\_\_\_\_

Home Telephone No. 住家電話: \_\_\_\_\_ Work Telephone No. 工作電話: \_\_\_\_\_

E-Mail address 電郵地址: \_\_\_\_\_

Person discriminated against, if not complainant 被歧視的人 (如非投訴人):

Name 姓名: \_\_\_\_\_

Address 地址: \_\_\_\_\_

City 市: \_\_\_\_\_ State 州: \_\_\_\_\_ Zip Code 郵遞區號: \_\_\_\_\_

Home Telephone No. 住家電話 \_\_\_\_\_ Work Telephone No 工作電話: \_\_\_\_\_

Explain as briefly and clearly as possible what happened and how you were discriminated against. Indicate who was involved. Be sure to include how other persons, if any, were treated differently than you. You may attach any written materials or other information that you think relevant.

儘可能簡短清楚地說明事情的經過，以及您如何被歧視。指明涉及哪些人。記得要說明其他人 (如果有的話) 和您有何不同的待遇。您可以附上任何書面或其他您覺得有關的資料。

Date of Alleged Incident 所謂事件的發生日期: \_\_\_\_\_

Are there any witnesses 有任何目擊者嗎? Yes 有 No 沒有

If so, please provide their contact information 如果有，請提供其聯絡資訊:

Name 姓名: \_\_\_\_\_



Address 地址 : \_\_\_\_\_

City 市 : \_\_\_\_\_ State 州 : \_\_\_\_\_ Zip Code 郵遞區號 : \_\_\_\_\_

Telephone No. 電話號碼 : \_\_\_\_\_

Name 姓名 : \_\_\_\_\_

Address 地址 : \_\_\_\_\_

City 市 : \_\_\_\_\_ State 州 : \_\_\_\_\_ Zip Code 郵遞區號 : \_\_\_\_\_

Telephone No. 電話號碼 : \_\_\_\_\_

Did you file this complaint with another federal, state or local agency; or with a federal or state court?  
您是否已向任何聯邦、州或地方機構，或者聯邦或州法庭提出投訴？

Yes 是  No 否

If answer is yes, check each agency complaint was filed with:

如果回答「是」，在每個已投訴的機構上打勾：

State Court 州法庭

Federal Court 聯邦法庭

Local Agency 地方機構

State Agency 州機構

Federal Agency 聯邦機構

Other 其他

Please provide contact person information for the agency you also filed the complaint with:

請提供已投訴機構之聯絡人的資訊：

Name 姓名: \_\_\_\_\_

Address 地址: \_\_\_\_\_

City 市 : \_\_\_\_\_ State 州 : \_\_\_\_\_ Zip Code 郵遞區號 : \_\_\_\_\_

Date Filed 提交日期 :

Sign the complaint in the space below. Attach any documents you believe support your complaint.

請在下方的簽署投訴書。附上所有您覺得可以支持您的投訴之文件。

Complainant's Signature 投訴人簽名 : \_\_\_\_\_

Date 日期: \_\_\_\_\_

Please mail this form to 請將此表寄到 :

Atlanta Regional Commission  
Title VI Officer  
Office of the Director  
Atlanta Regional Commission  
229 Peachtree Street, Suite 100  
Atlanta, Georgia 30303