



**Tom Horne**  
**Arizona Attorney General**  
Always remain alert and prepared  
to protect you and your family



**Arizona  
Attorney General's  
Office**

1275 West  
Washington Street  
Phoenix, Arizona 85007

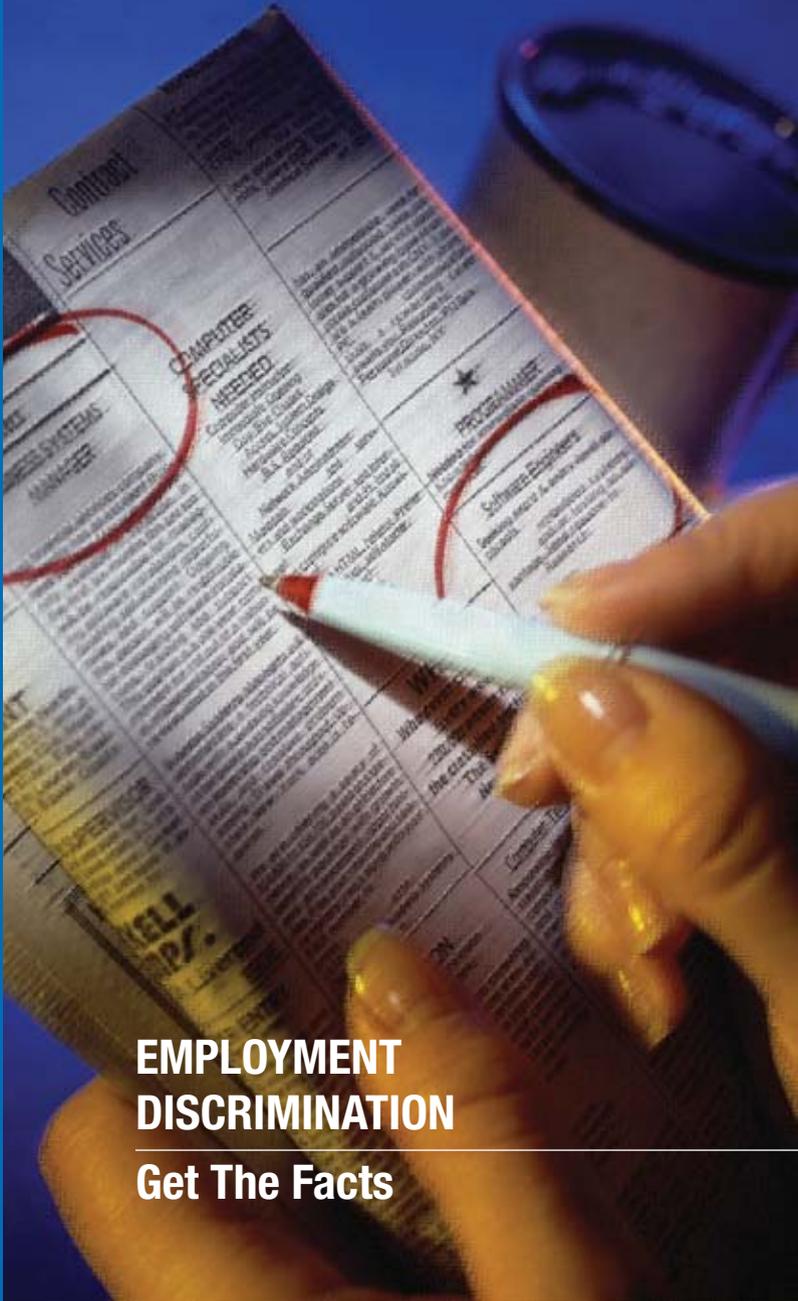
602.542.5025

400 West Congress  
South Building  
Suite 315

Tucson, Arizona 85701  
520.628.6504

Outside the Phoenix  
or Tucson metro area  
800.352.8431

[www.azag.gov](http://www.azag.gov)



**EMPLOYMENT  
DISCRIMINATION**  
**Get The Facts**

## Message from Attorney General Tom Horne

In 1963, I marched with thousands of people on Washington, D.C. to hear Martin Luther King give his transformational “I have a dream” speech in which he said all people should be judged by the “content of their character.”

I am passionate about holding to that standard, and one of the most important areas in which this needs to be upheld is in the workplace. Employment discrimination is particularly serious because our nation was founded on the ideals of individual freedoms, and one of the most fundamental freedoms in a democracy is the freedom to choose your career. A person’s ethnicity, gender or disability should never be a barrier to finding gainful employment.

This guide to fair employment is designed to help you if you believe you have been subjected to unfair practices. If you need more information, please contact the Attorney General’s Community Services Program at 602-542-2123 or the Civil Rights Division at 602-542-5263.



Tom Horne  
Arizona Attorney General





## The Arizona Civil Rights Act

The Arizona Civil Rights Act makes it an unlawful employment practice to discriminate against any individual because of race, color, religion, sex, age (40 years old or older), national origin or disability.

Employers with 15 or more employees during 20 or more weeks of the current or preceding calendar year are covered by the Act. Sexual harassment claims involving employers with one or more employees (which is different from Title VII of the Civil Rights Act of 1964) are also covered. In addition, the Act applies to employment agencies, labor organizations and joint labor-management committees. The Arizona Attorney General's Office enforces the Arizona Civil Rights Act and also has a worksharing agreement with the United States Equal Employment Opportunity Commission to assist with enforcement of Title VII, the Age Discrimination in Employment Act and the Americans with Disabilities Act.

4 Employment discrimination can be obvious and easily recognized, or it can be subtle and hard to detect. Examples of discrimination may include, but are not limited to:

- Failing or refusing to hire or promote individuals for discriminatory reasons.
- Discharging or demoting individuals for discriminatory reasons.
- Providing different pay, benefits, or other terms and conditions of employment.
- Segregating jobs or work sites based on protected characteristics.
- Sexual harassment, either in the form of

a hostile work environment or harassment connected to a tangible adverse employment action.

- Engaging in or tolerating harassment because of race, color, national origin, religion, age or disability.
- Pregnancy discrimination.
- Failing to provide a reasonable accommodation for disabled persons.
- Failing to engage in the interactive process with disabled persons.
- Failing to take corrective action when harassment or retaliation are reported.
- Treating individuals differently because they have complained about discrimination (retaliation).
- Treating an individual less favorably because of the results of genetic testing.

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## The Arizona Civil Rights Act

### *Disability Discrimination – Additional Protections*

#### *It is unlawful for an employer to:*

- Participate in any relationship that subjects a disabled employee to unlawful discrimination.
- Use standards or criteria of administration that cause discrimination against disabled individuals.
- Deny jobs or benefits to qualified individuals with a disability.
- Fail to make reasonable accommodations for known physical or mental disabilities unless the employer can demonstrate “undue hardship” on its operations.
- Deny employment opportunities based on the need to provide a reasonable accommodation to a disabled employee.
- Use qualification standards or other selection criteria that screen out disabled individuals unless the criteria is “job related” and “consistent with business necessity.”

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## If you believe you are a victim of employment discrimination, you can file a complaint at:

### Arizona Attorney General's Office

Civil Rights Division

[www.azag.gov](http://www.azag.gov)

#### Phoenix

1275 W. Washington Street

Phoenix, Arizona 85007

602-542-5263

877-491-5742 (toll free)

602-542-5002 (TDD)

877-624-8090 (toll free TDD)

#### Tucson

400 W. Congress, Suite S-215

Tucson, Arizona 85701

520-628-6500

877-491-5740 (toll free)

520-628-6872 (TDD)

877-881-7552 (toll free TDD)

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The Civil Rights Division investigates and resolves employment discrimination complaints. It also mediates and conciliates complaints and can bring legal action on an individual's behalf if no solution can be found prior to litigation being initiated. (Most employment discrimination charges filed with the Attorney General's Office are considered to be dual-filed with the Equal Employment Opportunity Commission.) There is no cost to file an employment discrimination complaint with the Civil Rights Division or the EEOC. Employment discrimination complaints must be filed with the Civil Rights Division within 180 days of the last discriminatory act or with the EEOC within 300 days of the last discriminatory act.

The Attorney General's Office works in collaboration with other agencies and organizations to educate and train employees and employers about their rights and responsibilities under the Arizona Civil Rights Act.



## Other Resources for Employment Discrimination Education and Training



### **Arizona Center for Disability Law**

5025 E. Washington St., Suite 202  
Phoenix, AZ 85034  
602-274-6287  
www.acdl.com

### **City of Phoenix Equal Opportunity Department**

251 W. Washington, 7th Floor  
Phoenix, AZ 85003  
602-262-7716, 602-534-1557 (TTY)  
www.phoenix.gov/eod/

### **Tucson Office of Equal Opportunity Programs**

201 N. Stone, 3rd Floor  
Tucson, AZ 85726  
(520) 791-4593, TTD (520) 791-2639  
www.tucsonaz.gov/oeop/

### **Governor's Office of Equal Opportunity**

1700 W. Washington, Suite 156  
Phoenix, AZ 85007  
602-542-3711  
www.azgovernor.gov/eop/

### **U.S. Equal Employment Opportunity Commission**

3300 North Central Avenue, Suite 690  
Phoenix, AZ 85012-2504  
800-669-4000, 800-669-6820 (TTY)  
www.eeoc.gov/field/phoenix/

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Funds for this publication were provided by the U.S. Equal Employment Opportunity Commission. The material in this brochure is not copyrighted. Organizations are encouraged to reprint this booklet or excerpts and do not need to contact the Attorney General's Office for permission.



## Crime and Fraud Prevention Initiatives

The Attorney General's Community Services Initiatives include **Satellite Offices** throughout the State and the **Fraud Fighter Van**. Satellite Offices make it easier for residents to get information on consumer fraud and civil and victims' rights issues in their own neighborhoods. Fraud Fighter Volunteers are available to make educational presentations to community groups and distribute materials at local events. A complete list of Satellite Office locations and schedule of events are posted on the Community Services page of the Attorney General's Web site at [www.azag.gov](http://www.azag.gov). The Fraud Fighter Van is the newest tool to bring services and information to senior centers, libraries and neighborhoods. The Fraud Fighter Van is filled with information about identity theft, scam alerts, Internet safety and much more.



ARIZONA ATTORNEY GENERAL

# Fraud Fighters

PROTECTING ARIZONA CONSUMERS

### For more information, contact:

Community Services Program  
Arizona Attorney General's Office  
1275 West Washington Street  
Phoenix, Arizona 85007  
602.542.2123 or 1.800.352.8431  
[communityservices@azag.gov](mailto:communityservices@azag.gov)

Subscribe to the Attorney General's scam alerts and messages on current issues at [www.azag.gov](http://www.azag.gov).

### Other publications available from the Arizona Attorney General's Office include:

- Top 10 Consumer Scams
- Civil Rights:
  - Employment Discrimination
  - Discrimination in Places of Public Accommodation
  - Housing Discrimination
  - Voting Discrimination
- Consumers' Guide to Buying a Car
- Identity Theft
- Internet Safety
- Life Care Planning
- Predatory Lending

[www.azag.gov](http://www.azag.gov)