NEW HAMPSHIRE DEPARTMENT OF Environmental Services

Discrimination Complaint Procedure Flowchart

Complainant files complaint within 180 days of alleged ocurrence.

The Coordinator will provide acknowledgment of complaint within 10 business days.

If the complaint is not complete, the Complainant will have 60 days to edit the complaint.

If the complaint is complete, the Coordinator will investigate the complaint within 15 days.

The Coordinator will notify the Complainant within 5 business days after the investigation is concluded.

If the Coordinator finds an occurrance of discrimination, a report will be submitted to the Assistant Commissionner for review.

The Assistant Commissioner will either approve the Coordinator findings or will deny these findings.

If approved, the Coordinator will notify the Complainant of the investigation's findings and proposed resolutions.

If denied, the Assistant Commissioner will make recommended changes. The Coordinator will review these changes.

If the Coordinator and the Assistant Commissioner cannot resolve the complaint, all investigation materials will be sent to the Commissioner.

The Commissioner will have the final decision on the outcome of the investigation.

The Coordinator will mail a letter detailing the investigation findings and determination within 10 business days.