CITY OF EAST LANSING

CIVIL RIGHTS
COMPLAINT INFORMATION

The City of East Lansing’s Human Relations Commission safeguards your civil rights and intervenes and mediates to resolve disputes involving discrimination.
In accordance with Chapter 22 of the City Code, the City protects against discrimination or prejudice based on religion, race, color, national origin, age, height, weight, disability, sex, marital status, sexual orientation, gender identity or expression, student status or the use of adaptive devices or aides.

The Human Relations Commission:
• Ensures your equal rights in housing, education and public accommodations/services
• Mediates disagreements involving civil rights issues
• Enforces civil rights protections under the City Code and within the City’s boundaries
• Advises the City Council and educates the community on civil rights and related issues
• Promotes dignity and respect for the rights of all in East Lansing

What do I do if I am discriminated against?
1. Contact the Human Relations Commission with your complaint:
   Online: https://www.cityofeastlansing.com/FormCenter/Human-Relations-Commission-14/Human-Relations-Commission-Initial-Inqui-65
   Phone: 517-319-6893
   Email: HRC@cityofeastlansing.com
   In Person: East Lansing City Hall, Human Resource Dept.
   410 Abbot Road, Suite 101.
2. Report and record the details of the incident – date, time, place, names, etc. Please use the attached Initial Inquiry Form, or fill out the form that is online.

What happens next?
1. A staff member will contact you to follow up and verify that the alleged discrimination occurred in East Lansing. An informal conference will be scheduled to discuss the complaint in greater detail.
2. A sworn written statement must be filed with the Human Relations Commission within 180 days of the incident.
3. The Commission will determine if the complaint will be heard or dismissed, based on the provisions of the Human Rights Ordinance.
4. A copy of the sworn statement will be sent to the party against whom the complaint is made, and a full investigation will be conducted.
5. If the Commission determines that there was a violation of City Code, the Commission will attempt to mediate a settlement. Various legal remedies are available depending on the specific situation.