

Lehigh and Northampton Transportation Authority EEO Complaint Procedures

LANTA employees and applicants have the right to file complaints alleging discrimination with LANTA's EEO Officer. Any applicant alleging to be or have been subjected to discrimination, unfair practice, or retaliation on the basis of any of the protected classifications noted in the EEO Policy Statement, may file a written complaint within 30 days of the alleged violation to LANTA's EEO Officer at the following address:

EEO Officer
Lehigh and Northampton Transportation Authority
1060 Lehigh Street,
Allentown, PA 18103

Complaints may also be made via email, eeo.officer@lantabus.com. All complaints shall be documented in writing. Upon filing, the complaint of alleged discrimination, the EEO Officer will proceed with an investigation to determine if there has been a violation of this policy. Retaliation against an individual who files a charge or complaint of discrimination, participates in an employment discrimination proceeding (such as an investigation or lawsuit), or otherwise engages in protected activity is strictly prohibited and will not be tolerated.

If for some reason an employee or applicant does not want to bring a complaint to the EEO Officer, then the employee or applicant should contact LANTA's Executive Director concerning the complaint. The Executive Director can be contacted by writing at Executive Director, 1060 Lehigh St., Allentown, PA 18103 or by email at, OOneil@lantabus.com. The Executive Director will communicate and assist in or provide the results of an investigation to the EEO Officer.

Confidentiality will be maintained to the extent feasible to conduct a full investigation to make a determination and in accordance with all federal, state, and/or local laws and regulations. All employees are required to provide full cooperation during the course of an investigation. LANTA further requires all agency officials, supervisors, and managers to cooperate with the EEO Officer in review of information and investigation of complaints.

If it is determined that a violation of this policy has occurred, LANTA will take immediate action to remedy the situation. Any employee who is found to have violated this policy may be subject to disciplinary action, up to and including termination from employment.

In addition to the complaint procedures described above, complaints may be filed with the local Equal Employment Opportunity Commission, the Pennsylvania Human Relations Commission, or the United States Equal Employment Opportunity Commission, in accordance with their procedures. LANTA's objective is to provide all employees with an unobstructed and comfortable method of communicating concerns under this policy.

Complaints, along with disciplinary actions, terminations, suspensions, demotions with a breakdown by race and sex, are tracked by LANTA's EEO Officer and reviewed by the Executive Director. LANTA maintains a confidential log, as required by the Federal Transit Administration (FTA), that documents the name of the complainant, basis of the complaint(s), the protected group, date of initial contact, date of resolution, the resolution reached, and the name of the investigator. LANTA's log of complaints is submitted to the FTA as required by law to ensure LANTA's full compliance with federal Equal Employment Opportunity laws and regulations.