

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION
AND THE CHICAGO COMMISSION ON HUMAN RELATIONS**

The Equal Employment Opportunity Commission ("EEOC"), under Title VII of the Civil Rights Act of 1964, as amended (Title VII"), Age Discrimination in Employment Act ("ADEA"), the Equal Pay Act ("EPA") and the Americans with Disabilities Act ("ADA") has jurisdiction to process charges alleging employment discrimination on the basis of race, color, religion, sex, national origin, age, disability and retaliation. The Chicago Commission on Human Relations ("CCHR"), under the Chicago Commission on Human Rights Ordinance and the Chicago Commission on Human Relations Enabling Ordinance (referred to collectively as "CHRO") has jurisdiction to process complaints alleging employment discrimination on the basis of race, color, sex, age, religion, disability, national origin, ancestry, sexual orientation, parental status, marital status, military discharge status, source of income and retaliation. (Hereinafter, the term "case" shall be used to refer to a "charge" as filed with the EEOC and a "complaint" as filed with the CCHR.)

The EEOC has the authority to enter this Memorandum of Understanding pursuant to Title VII of the Civil Rights Act of 1964, as amended, Sec. 705(g). The CCHR has the authority to enter this Memorandum of Understanding pursuant to Chicago Municipal Code, §2-120-510(q).

The purpose of this Memorandum of Understanding between the EEOC and the CCHR (hereinafter referred to collectively as the "Agencies" or interchangeably as the "Agency") is to minimize overlap in the processing of cases of discrimination under these statutes and to promote efficiency in their administration and enforcement. This Memorandum of Understanding provides for exchange of information, joint activity and deferral of investigations on cases filed under Title VII, the ADEA, the ADA, the EPA and the CHRO as currently written, as well as to any future amendments of these acts.

The parties to this Memorandum agree as follows:

I. Cases Filed at Both the EEOC and the CCHR

This Memorandum of Understanding covers cases filed with both the EEOC and the CCHR which identify the same or similar parties and involve substantially similar allegations (hereinafter referred to as "parallel-filed" cases); it does not cause a case filed at one Agency to be deemed filed at the other.

II. Deferral

As a general rule, when a case is parallel-filed, there will be a deferral of investigation by one Agency to the other Agency so that investigation of the case does not proceed simultaneously by both Agencies. The determination of which Agency will defer will be made on a case-by-case basis in accordance with the guidelines mutually developed and agreed upon by both Agencies to implement and administer this Memorandum of Understanding (see Part VI below).

III. Joint Activity

When deferral by one Agency is not possible and both Agencies must proceed (including but not limited to when a "parallel-filed" case has differing allegations and/or differing parties at each Agency), the Agencies shall exert best efforts to work jointly. This includes, but is not limited to, holding joint interviews and/or joint settlement conferences, and making joint requests for documents and other written information. Decisions about working jointly will be made by the Agencies on a case-by-case basis in accordance with the guidelines mutually developed and agreed

upon by both Agencies to implement and administer this Memorandum of Understanding (see Part VI below).

IV. Exchange of Information

The EEOC and CCHR shall make available for inspection and copying to officials from the other Agency any information in their records pertaining to a parallel-filed case being processed, in whole or part, by the other Agency.

V. Confidentiality

When the CCHR receives information from the EEOC which is subject to the confidentiality provisions of the federal statutes or EEOC regulations, the CCHR shall be bound by those requirements as would the EEOC, except in cases where the CCHR receives the same information from a source independent of the EEOC. When the EEOC receives information from the CCHR which is subject to confidentiality requirements of CHRO, §2-160-510(f) and/or Commission Regulations 220.410 and 220.420, the EEOC shall be bound by those requirements as would the CCHR, except where the EEOC receives the same information from a source independent of the CCHR.

VI. Guidelines

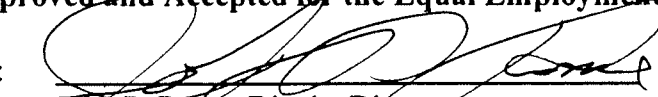
The EEOC and the CCHR are authorized to establish guidelines which shall set forth the particular arrangements which they shall use to implement and administer this Memorandum of Understanding. Among other things, these guidelines shall describe the general circumstances under

which the Agencies may defer to each other, may work jointly, and may exchange information, and shall describe notification to parties about such work. The Agencies may alter and amend these guidelines as they deem necessary to effectuate this Memorandum.

VII. Effective Date and Termination

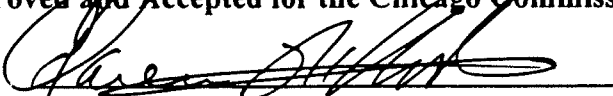
The effective date of this Memorandum of Understanding shall be August 1, 1999. As of the effective date, the Agencies shall begin deferral of investigation on parallel-filed cases filed on or after the effective date, and the Agencies may exchange information and engage in joint activity on parallel-filed cases filed before the effective date. This Memorandum of Understanding shall remain in effect until it is terminated by either Agency or superseded by a revised agreement. Either Agency may terminate this Memorandum of Understanding with reasonable written notice to the other Agency if the terminating Agency determines that continued compliance with the Memorandum of Understanding is contrary to the best interests of the Agency.

Approved and Accepted for the Equal Employment Opportunity Commission:

By: 
John P. Rowe, District Director

Dated: July 23, 1999

Approved and Accepted for the Chicago Commission on Human Relations:

By: 
Clarence N. Wood, Chair

Dated: July 28, 1999