ANTI-
DISCRIMINATION

Resources & Contact Information

The Office of Anti-Discrimination offers a range of resources and support services to guide you from the moment you decide to file a complaint to the resolution of your case. Our team is dedicated to providing you with the assistance you need.

- **Wilmington**
- **Newark**
- **Dover**
- **Georgetown**

Scan the QR code for easy access to further information, office contact details, forms, and direct contact options:

The Division of Industrial Affairs supports your efforts to provide a fair and secure workplace. Together, we can ensure that your business not only meets legal requirements but also thrives through an empowered workforce.

DIVISION OF
INDUSTRIAL
AFFAIRS

Guide for Employers: Responding to Discrimination Charges

Your Partner in Fair Employment:
The Office of Anti-Discrimination

ANTI-
DISCRIMINATION

Understanding the Role of the Office of Anti-Discrimination

Partnership for Fair Employment

The Office of Anti-Discrimination (OAD) is authorized to accept, initiate, and investigate claims of discrimination against Delaware employers with at least 15 employees. It ensures that each case is fairly and thoroughly evaluated based on all collected evidence.

As a neutral third party, OAD focuses on supporting all employees and employers in the state of Delaware.

Responding to Discrimination Charges: A Step-by-Step Guide

Proactive Measures for Employers

Understanding Your Notification

- **Notification Explained:**
  When an individual files a discrimination charge against a company, the company receives a Notice of Charge of Discrimination. It's important to remember that this notification does not imply guilt.
- **Role of the OAD:**
  The OAD conducts an investigation and determines if there is reasonable cause to believe discrimination has occurred.

The Investigation Journey: What Employers Can Expect

Ensuring a Fair and Thorough Evaluation

The Preliminary Determination

Within 60 days, OAD reviews all submissions from both parties and makes a preliminary determination, resulting in one of the following outcomes:

Mediation: If both parties agree, the case is moved to mediation

Preliminary Finding: If "No Reasonable Cause" is found, the case may be dismissed, subject to additional information from the Charging Party.

Further Investigation: The case proceeds to a more detailed investigation.

Tips for Employers During the Investigation

Ensuring a Smooth and Efficient Process

- **Step 1: 1: Request for Information:** You may be asked to submit relevant documents, allow on-site visits, and provide witness contact information
- **Step 2: Investigation Conference:** Your participation in this conference can expedite the investigation.
- **Step 3: Prompt Responses:** It's crucial to respond promptly to the OAD and provide requested information accurately, even if you believe the charge lacks merit.
- **Step 4: Document Retention:** Maintain all relevant documents as required by law.
- **Step 5: Cooperation is Key:** Your cooperation and input are vital in aiding the OAD to conduct a thorough investigation. Working with your investigator can help gather the necessary evidence and lead to a quicker resolution.