



OFFICE OF EXTERNAL CIVIL RIGHTS COMPLIANCE

WASHINGTON, D.C. 20460

July 10, 2024

In Reply Refer to:

EPA Complaint No: 05RSr-24-R4

Kathy Ochoo
Customer Service Representative
K&J Insurance Agency
905 Railroad Street NW
Conyers, GA 30012
kathy@kj-insurance.com

Re: Acknowledgement and Rejection of Administrative Complaint

Dear Kathy Ochoo:

This letter is to notify you that the U.S. Environmental Protection Agency (EPA), Office of Environmental Justice & External Civil Rights, Office of External Civil Rights Compliance (OECRC), received correspondence on November 27, 2023, involving K&J Insurance Agency, alleging discrimination based on race, sex and retaliation in violation of Title VI of the Civil Rights Act of 1964.

Pursuant to EPA's nondiscrimination regulation, OECRC conducts a preliminary review of administrative complaints to determine acceptance, rejection, or referral to the appropriate Federal agency. See 40 C.F.R. § 7.120(d)(1). To be accepted for investigation, a complaint must meet the jurisdictional requirements described in EPA's nondiscrimination regulation. First, the complaint must be in writing. See 40 C.F.R. § 7.120(b)(1). Second, it must describe an alleged discriminatory act that, if true, may violate EPA's nondiscrimination regulation (i.e., an alleged discriminatory act based on race, color, national origin, sex, age, or disability). Id. Third, it must be filed within 180 days of the alleged discriminatory act. See 40 C.F.R. § 7.120(b)(2). Finally, the complaint must be filed against an applicant for, or recipient of, EPA financial assistance that allegedly committed the discriminatory act. See 40 C.F.R. § 7.15.)

Based on the above, this correspondence does not constitute a complaint that we can accept for investigation. As K&J Insurance Agency is not an EPA recipient, OECRC does not have jurisdiction over K&J Insurance Agency. Accordingly, as of the date of this letter, we are rejecting this complaint for lack of jurisdiction and will take no further action on this matter.

Sincerely,

Adam Wilson
Acting Deputy Director
Office of External Civil Rights Compliance
Office of Environmental Justice &
External Civil Rights

cc: Ariadne Goerke
Deputy Associate General Counsel
Civil Rights & Finance Law Office

César Zapata
Acting Deputy Regional Administrator
Acting Deputy Civil Rights Official
U.S. EPA Region 4

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