Form **13324** (Rev. October 2005)	Department of the Treasury – **Internal Revenue Service** **Internal Revenue Service Civil Rights Assurance for Sub-recipients under SPEC Partnership Agreements**	**Area** _____ If Headquarters (P&PD), leave blank

SPEC/ECRU Partner Tracking Number

We, _____ shall fulfill the obligations set
(Name of Organizational Official)
forth in this assurance in consideration of and for the purpose of obtaining Federal property or other Federal financial assistance from a "Partner" under agreement with the Internal Revenue Service. The "Sub-recipient" agrees:

1. To conduct its activities so that no person on the basis of race, color, national origin, sex, age, or disability shall be excluded from participation in, be denied the benefits of, or be subject to discrimination in the distribution of services and/or benefits provided under this financial assistance program.

2. Within 30 days of any finding issued by a Federal or State court or by a Federal or State administrative agency that the "Sub-recipient" has discriminated on the basis of race, color, national origin, sex, age, or disability in the delivery of its service or benefits, a copy of such finding shall be forwarded to the IRS External Civil Rights Unit at the following address:

   NHQ: EEO:D
   Attn: Harry T. Takai
   Director, External Civil Rights Unit
   1111 Constitution Avenue N.W. Room 2422
   Washington, DC 20224

3. To inform the public that persons who believe they have been discriminated against on the basis of race, color, national origin, sex, age, or disability, in the distribution of services and benefits resulting from this financial assistance program may file a written complaint with the Director, External Civil Rights Unit, U.S. Department of Treasury. Civil rights posters indicating the process for filing complaints of discrimination from the public must be conspicuously displayed at all times by the "Sub-recipient".

4. To investigate all complaints of discrimination filed by the public against the "Sub-recipient" that is directly related to the service and/or benefit provided by the IRS financial assistance program. The "Sub-recipient" will be responsible for compiling and maintaining a record of these complaints at their location and also the resulting investigative report conducted by the "Sub-recipient" or any investigative agency.