



North Carolina Department of Health and Human Services
Division of Social Services
Program Compliance Section

2401 Mail Service Center • Raleigh, North Carolina 27699-2401
Courier # 56-20-25 Fax 919-334-1018

Beverly Eaves Perdue, Governor
Albert A. Delia, Acting Secretary

Sherry S. Bradsher, Director
(919) 733-3055

October 1, 2012

Dear County DSS Directors

Attention: All Civil Rights Coordinators, Program Administrators and Supervisors

Re: All Program Civil Rights Complaints

Effective October 1, 2012, all Civil Rights Program Complaints are to be processed at the State level. County Departments of Social Services that receive Civil Rights Program Complaints must forward those complaints to North Carolina Division of Social Services. This process will ensure compliance with USDA FNS 113 <http://www.fns.usda.gov/cr/documents/113-1.pdf> and the Voluntary Compliance Agreement between the NC Division of Social Services and the US DHHS Office for Civil Rights, <http://www2.ncdhhs.gov/dss/dcdl/economicfamilyservices/EFS-WF-10-2011a.pdf>.

All Civil Rights Program Complaints should be mailed, faxed or emailed to:

Carlotta Dixon,
Civil Rights-Title VI Compliance Coordinator
Division of Social Services
2401 Mail Service Center
325 N. Salisbury St.
Raleigh, N. C. 27699-2420
Courier #56-20-25

Should you have any questions, please contact me at (919) 334-1005.

Sincerely,

A handwritten signature in cursive script that reads "Carlotta Dixon".

Carlotta Dixon

PC-02-201