# POLICY ALERT

**Date:** August 18, 2006  
**Reference:** # TEXCAP 2006-6  
**To:** Texas Commodity Assistance Program (TEXCAP) Contractors  
**Subject:** Revision to TEXCAP Handbook Civil Rights Requirements  
**Effective Date:** Immediately

## Purpose

This Policy Alert **REVISES** the following sections of your TEXCAP Handbook as the result of changes in the civil rights protected classes, nondiscrimination statement and public notification:

- Chapter 3, Contractors Responsibilities, Civil Rights;
- Chapter 8, Rights of Commodity Applicants and Recipients.

## Implementation

Immediately

## Procedure

### Protected Classes

Political belief and religion have been removed from the list of protected classes. The protected classes for Special Nutrition Programs (SNP) are: race, color, national origin, sex, age, or disability.

### Nondiscrimination Statement

The address for filing a civil rights complaint has changed. The revised nondiscrimination statement now states:

> “In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (800) 795-3272 or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.”

### Public Notification

SNP has removed the requirement to post the English and Spanish “Your Rights as a Client” poster as part of your public notification responsibilities. You must remove and destroy the English and Spanish “Your Rights as a Client” posters and any existing supplies. It is still required that the official USDA nondiscrimination poster (“…And Justice For All”) be displayed in a prominent place.

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**This Policy Remains in Effect Until Further Notice**
Authority
FNS Instruction 113-1, Civil Rights Compliance and Enforcement – Nutrition Programs and Activities.

Contact
If you have any questions please contact your Contract Manager.