

# EEO Settlement Agreement (Including Claims Filed Under ADEA)

Complaint Case No. \_\_\_\_\_

Date Filed \_\_\_\_\_

## Section 1. Stipulations

1. I, \_\_\_\_\_, do hereby voluntarily agree to withdraw the following claims in my EEO Complaint, which included claims under the Age Discrimination in Employment Act of 1967 (ADEA):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. My withdrawal is based on the following stipulations: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additionally, I acknowledge that I have been advised of my rights under the Age Discrimination in Employment Act of 1967, as amended, and that I understand and agree that:

- (1) This settlement agreement does not waive any ADEA rights or claims that may arise after the date on which I sign this agreement.
- (2) I have received consideration (something which has value to me to which I am not already entitled) from the Postal Service in exchange for signing this agreement.
- (3) I had adequate time to consider my decision to agree to settle this EEO Complaint.
- (4) I have been advised in writing of my right to seek the advice of an attorney prior to signing this agreement.

I am fully aware that any settlement agreement knowingly and voluntarily agreed to by the parties, reached at any stage of the complaint process, is binding on both parties. Should I believe that the Postal Service has failed to adhere to the stipulations contained in this agreement for any reason not attributed to my acts or conduct, I must notify the Manager, EEO Compliance and Appeals, located in my area, in writing, of the alleged noncompliance within 30 calendar days of the alleged noncompliance. (Employees at Postal Service Headquarters or Headquarters Field Units, and employees of the Inspection Service should notify the EEO Appeals Review Specialist at Postal Service Headquarters.) I may include in my statement of noncompliance a request that the terms of the settlement agreement are to be specifically implemented or, alternatively, that the complaint be reinstated for further processing from the point processing ceased. The Postal Service will respond to my request in accordance with 29 C.F.R. §1614.504.

### Privacy Act Notice

**Privacy Act Notice.** The collection of this information is authorized by the Equal Employment Opportunity Act of 1972, 42 U.S.C. § 2000e-16; the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § 633a; the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794a; and Executive Order 11478, as amended. This information will be used to adjudicate complaints of alleged discrimination and to evaluate the effectiveness of the EEO program. As a routine use, this information may be disclosed to an appropriate government agency, domestic or foreign, for law enforcement purposes; where pertinent, in a legal proceeding to which the USPS is a party or has an interest; to a government agency in order to obtain information relevant to a USPS decision concerning employment, security clearances, contracts, licenses, grants, permits or other benefits; to a government agency upon its request when relevant to its decision concerning employment, security clearances, security or suitability investigations,

contracts, licenses, grants or other benefits; to a congressional office at your request; to an expert, consultant, or other person under contract with the USPS to fulfill an agency function; to the Federal Records Center for storage; to the Office of Management and Budget for review of private relief legislation; to an independent certified public accountant during an official audit of USPS finances; to an investigator, administrative judge or complaints examiner appointed by the Equal Employment Opportunity Commission for investigation of a formal EEO complaint under 29 CFR 1614; to the Merit Systems Protection Board or Office of Special Counsel for proceedings or investigations involving personnel practices and other matters within their jurisdiction; and to a labor organization as required by the National Labor Relations Act. Under the Privacy Act provision, the information requested is voluntary for the complainant, and for Postal Service employees and other witnesses.

**Section 2. Acknowledgement of Receipt of Settlement Offer**

I am signing my name to acknowledge that I received a copy of this settlement offer on \_\_\_\_\_.  
**My signature in Section 2 does not mean that I agree to the stipulations listed in Section 1.**

Signature of Complainant	Date
Signature of EEO Complaints Investigator	Date

**Section 3. Acceptance of Settlement Offer**

I am signing my name in Section 3 to acknowledge that I have had adequate time to consider my decision and I voluntarily agree to withdraw my EEO complaint based on the stipulations listed in Section 1. I fully understand that by agreeing to this settlement, I waive my rights to any further appeal of my complaint through the EEO process. I further stipulate that this agreement did not result from harassment, threats, coercion or intimidation.

Signature of Complainant	Date
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**Section 4. Signature of Management Representative**

Management agrees to the aforementioned stipulations solely in an effort to resolve the complainant's allegation(s), and this agreement should not be construed as an admission of discrimination or wrongdoing on the part of any official of the U.S. Postal Service.

Signature of Management Representative	Date
Printed Name of Management Representative	Title of Management Representative

**Complaints Investigator:** If PS Form 2565-F is mailed to the complainant for consideration, it must be sent certified, return receipt requested. Attach signed PS Forms 3800, *Receipt for Certified Mail*, and PS Form 3811, *Domestic Return Receipt*, here.