



Tuolumne Me-Wuk Tribal TANF

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TMWTT- Main Office
14520 Mono Way, Suite 200
Sonora, CA 95370

San Andreas – Main Office
509 East St. Charles Street
San Andreas, CA 95249

West Point Out-Reach Office
291 Main Street, Unit A
West Point, CA 95255

TMWTT – Modesto Office
2005 Evergreen Ave., Suite 600
Modesto, CA 95350

Tuolumne Me-Wuk Tribal TANF Policy Supplement: Policy Regarding Displaced Workers & Grievance Procedure

Tuolumne Me-Wuk Tribal TANF (TMWTT) conforms to 45 CFR Part 286.110 which states work experience activity participants cannot fill a vacant position if: (1) another individual was laid off from the same or substantially similar position; or (2) the employer terminated the employment of a regular employee or otherwise caused a voluntary reduction in its workforce to fill the vacancy with the TMWTT participant.

In addition, TMWTT ensures that no participant, including but not limited to those placed in either a Work Experience Program, an On the Job Training placement, and a volunteer or a community work experience activities, will displace regular paid employees from any of the organizations providing the placement of the community work experience.

TMWTT has established a grievance procedure for resolving complaints for any alleged violation of non-displacement requirements. Employees or their representatives who believe that their job(s) are being displaced or infringed upon shall present their complaint to the employment contractor with authority over the placement. If the contractor is unable to resolve the problem within 10 days, the employee or representative may file a grievance in writing to the TMWTT Director's Office, at the address below:

Tuolumne Me-Wuk Tribal TANF
14520 Mono Way, Suite 200
Sonora, CA 95370
Attention: TMWTT Director

TMWTT shall require every company that participates in TMWTT Work Experience Program, On the Job Training, a volunteer or a community work experience activity to post this "**Displacement Policy & Grievance Procedure**" regarding worker displacement and how to file a displacement complaint. Every company shall also make TMWTT "**Displacement Policy & Grievance Procedure**" readily available to employees.

Upon receipt of a written complaint, TMWTT will work with the complainant and his/her employer to resolve the complaint for period of up to ten (10) calendar days. TMWTT shall send a "**Resolution Letter**" to the complainant and his/her employer within ten (10) calendar days of receiving the written complaint, informing the complainant of his/her employer's response to the complaint, and whether anything can be done to resolve the complaint informally.

If the complainant is dissatisfied with the employer's response or the problem cannot be resolved informally with the TMWTT Director, the complainant may request a formal hearing with the Tribal Government Administrator. A written request for a formal hearing must be sent to the TMWTT office within ten (10) calendar days of receiving TMWTT "**Resolution Letter**". Hearings and decisions rendered by the Tribal Government Administrator shall be final.

NOTE: For union employees, any grievance procedure in the collective bargaining agreement shall be used instead of this displacement grievance procedure.