

Hiki ke waiho i ka/na hoopii no ka hookae kanaka me na keena malalo nei:

- U.S. Department of Health & Human Services  
Director, Office for Civil Rights (OCR)  
Room 509-F, HHH Building  
200 Independence Avenue, SW  
Washington, DC 20201  
Telephone: 1-800-368-1019  
TDD: 1-800-537-7697  
<https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>  
<https://hhs.gov/ocr/office/file/index.html> (forms)
- U.S. Department of Agriculture  
Office for Civil Rights  
Room 326-W, Whitten Building  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410  
Phone: (866) 632-9992 (Toll Free) (Voice)  
(800) 877-8339 (Relay)  
(800) 845-6136 (Spanish Relay)  
Email: [programintake@usda.gov](mailto:programintake@usda.gov)
- U.S. Department of Agriculture  
Regional Office  
90 7<sup>th</sup> Street, Ste. 10-100  
San Francisco, CA 94103  
(*Supplemental Nutrition Assistance Program - SNAP*)
- U.S. Department of Education  
Region IX, Office for Civil Rights  
915 Second Avenue, #3310  
Seattle, WA 98174-1099  
(*Vocational Rehabilitation Services*)
- U.S. Department of Justice  
Office for Civil Rights  
810 7<sup>th</sup> Street, NW  
Washington, D.C. 20531  
(*Youth Services*)

- U.S. Department of Housing and Urban Development  
Office for Civil Rights  
451 7<sup>th</sup> St., SW  
Washington, D.C. 20410  
(*Housing/HPHA*)

#### KE KUMU NO KEIA LULA

He lula kumu no keia no ka lawelawe ana i ka lehulehu me ke kaulike pu, he pono e hooko ia maloko o na palena o ka Title VI of the Civil Rights Act of 1964; Title VIII of the Civil Rights Act of 1968; Title IX of the Education Amendment of 1972; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans With Disabilities Act of 1990, e like me ia i hoololi ia; Section 1557 o ka Affordable Care Act a me na kanawai Hawaii Revised Statutes.

#### NINAU

E kakau i ka leka, ka leka uila, a i ole e kelepona i ka Civil Rights Compliance Staff, Department of Human Services ma ka:

Civil Rights Compliance Office  
Queen Liliuokalani Building  
P. O. Box 339  
Honolulu, Hawaii 96809-0339  
Kelepona: (808) 586-4955  
TTY: Hawaii Relay Services 711  
Fax: (808) 586-4990  
E-mail: [DHSCivilRightsBox@dhs.hawaii.gov](mailto:DHSCivilRightsBox@dhs.hawaii.gov)

**IANUALI 2018**

DHS 050 HWN



**Oihana Lawelawe Lehulehu  
Department of Human Services**

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# KULEANA HAWAII

## Kou Kuleana, Ko Kakou Kuleana

**Palapala Pono Kiwila**

**No na ano like ole o ka  
hoomaopopo ana, e kelepona i  
ka:  
586-4955**

## Olelo Hawaii

### LULA ALAKAI O KA DHS

O ka lula nana e alakai i ka hana ma ka Oihana Lawelawe Lehulehu (Department of Human Services: DHS), he pono e hoomaopopo ia na kanaka a pau no ke komo ana i na polokalamu, na papa hana, a me na hana lawelawe o ka DHS me ka nana ole pu i ka lahui, ke kala o ka ili, ke kupa aupuni, ka nui o ka makahiki, ke kina o ke kino, ina he kane a wahine paha, ka aoao hoomana, a me na ano like ole i hoomalu ia malalo o na kanawai pekelala me ka mokuaina, e like me ia i hoololi ia.

Ua pili keia lula alakai i na mahele like ole a pau o ka hui, na keena, a i ole na komikina me na hui e loa ana ia lakou ke kala pekelala ma o na palapala aelike a i ole ma kekahi ano hoonohonoho ana me ka DHS.

He pono e hoolala a hoomalu ia na polokalamu pekelala a mokuaina i hoolako ia ai ke kala ma ke ano aohe hoole ia o ka lawelawe a i ole ke komo ana o kekahi poe a i ole kekahi ano poe i ka polokalamu.

### KA HOOKAE ANA

Nui na ano hookae ana, he akaka kekahi a huna ia kekahi, a he alai keia hana i ka lawelawe ia ana o kekahi poe kanaka. O kekahi ano poe kanaka, oia hoi:

- ka hana ana ma kahi ano okoa no kekahi poe mamua o kekahi poe no ka hooholo ana i ka mea e kupono ai ka hana lawelawe;

- ka hookaawale ana i kekahi poe i ka lawelawe ia ana o ka hana lawelawe a i ole ka lapaau ana ma ke ano aole i like a like no ka poe a pau loa;
- ka hoole ana i ka hoolako ana i ka mea unuhi olelo no ka poe aohe olelo Pelekania a i ole ka poe unuhi kuhikuhi lima no ka poe pilikia o ka lohe a i ole ka walaau ana, a me;
- ka hoopaa ana i na hola lawelawe e pilikia ai kekahi poe a ano poe kanaka paha.

### NA KULEANA LIMAHANA

O ke kuleana o na limahana a pau, oia ka hooko ana i ka lula alakai lawelawe kaulike o ka DHS (Helu 4.10.3). Penei ka manao, aole nae kaupelana loa ia penei:

- ka lawelawe kaulike ana i na kanaka a pau me ka oluolu no; a me
- ka hoomaopopo ana i na kanaka no ko lakou mau kuleana i ka lawelawe kaulike; ka hoolako ia i ka mea unuhi olelo; ka waiho ana i ka hoopii hookae ke manao ia ua wawahi ia ke kuleana kiwila; a i ole ka waiho ana i ka hoopii kuloko ke manao ia aohe kaulike o ka hana ana.

*E hooponopono ia ka limahana nana e alai i ka hana a ka DHS e lawelawe kaulike aku e like me ia ma ka aelike collective bargaining.*

**Na ke Poo o ka Polokalamu** e hooholo i na mea e pono ai ka lehulehu a lakou e lawelawe ai, ka hooholo ana i ka olelo, ke ano nohona kanaka, a me na mea e pono ai ka nee ana o na kanaka. Na ke Poo o ka Polokalamu no hoi e hoolala i na polokalamu e ku ai i na mea e pono ai kanaka e like ma ke kanawai.

**Na na luna** e ao i na limahana i ka lakou hana, oia ka lawelawe kaulike ana a kokua i ka poe me ke kino kina. Na na luna e nana i ka hoomaopopo ia o na mea i lawelawe ia no ko lakou mau kuleana e lawelawe ia me ka hookae ole ana.

### KA WAIHO HOOPII ANA

No ka poe e manao nei ua hookae ia lakou mamuli o kekahi ano i papa ia ai ka hookae ana, he hiki no ke waiho i ka hoopii hookae (DHS Forms 6000 & 6006). Hiki no ke waiho ia na hoopii me na keena pekelala me ka mokuaina maloko o ka manawa i kuhikuhi ia ai.

Waiho ia na hoopii hookae i kakau ia ai ma ka:

Department of Human Services  
Personnel Office  
Civil Rights Compliance Staff  
P.O. Box 339  
Honolulu, Hawaii 96809-0339  
E-mail: [DHSCivilRightsBox@dhs.hawaii.gov](mailto:DHSCivilRightsBox@dhs.hawaii.gov)  
Kelepona: (808) 586-4955  
Fax: (808) 586-4990