

Civil Rights Impact Analysis Certification

1. Office and Division or Location:

2. Proposed Policy Action:

3. **I certify I have reviewed and analyzed the appropriate documentation and determined that:**

(Check one and provide the required information)

- a. **No major civil rights impact is likely to result** if the proposed action is implemented. Summarize your reasons for this conclusion. Identify supporting information and statistical data.

- b. **A major civil rights impact, as described below**, is likely to result if the proposed action is implemented. Identify the group, which may be adversely affected. Summarize your reasons for this conclusion. Identify supporting information and statistical data.

To minimize the potential for an adverse impact, the following alternatives or supplemental action(s) are recommended.

Name and Title of Certifying Official

Date