



STATE OF WASHINGTON  
**HUMAN RIGHTS COMMISSION**

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### **News and Updates from the Commission**

**The WA Human Rights Commission implements a new complaint filing process.**

#### **Filing a Complaint with the Washington State Human Rights Commission**

There is no signature line on the online Complaint Questionnaire. After you complete the questionnaire and describe why you believe you have experienced discrimination, a member of our investigative staff will review the information you provided. An investigator will then contact you either to draft a formal charge for your signature or to explain why the Commission does not have jurisdiction over the matter described, consistent with the provisions of Revised Code of Washington 49.60.

#### **When Does an Inquiry Become an Official Complaint?**

Under Revised Code of Washington 49.60, an inquiry becomes an official complaint after the complainant signs a formal charge prepared by a Commission investigator. The investigator drafts this charge based on the information provided in your Complaint Questionnaire. You will have the opportunity to review the document to confirm that the information is accurate before signing it.

After the complainant signs the charge, it must be received by the Commission within the applicable statutory filing period. In most cases:

- **Employment complaints** must be filed within **six months** of the most recent date of harm.
- **Housing complaints** must be filed within **one year** of the most recent date of harm.

Some protected classes have longer statutes of limitation. Please visit our website for additional information about protected classes and their respective filing deadlines to ensure timely submission of a charge.

## **Improvements to the Filing Process**

These updates to the filing process are intended to help the Commission process cases more efficiently while addressing the current backlog of complaints. While we are encouraged by these improvements, we also recognize the importance of being transparent with our stakeholders about the agency's current staffing levels and case processing timelines.

The Commission remains committed to improving efficiency, strengthening communication with complainants and stakeholders, and advancing our mission to eliminate and prevent discrimination through investigations, training, and technical assistance across Washington State.

## **Accessibility and Accommodations**

The Commission continues to provide reasonable accommodation for individuals who need additional assistance filing complaints. Our staff can help individuals complete the process online or provide alternative formats when necessary.

## **Our Vision**

We envision a state where all residents experience equal opportunity as the rule rather than the exception—where diversity, equity, and inclusion are the norm; where “tolerance” becomes an outdated concept; and where individuals seeking our services find their interactions with the Commission to be fair, efficient, timely, and accessible to all.

To request assistance with filing or technical support, you may contact our office via email at [frontdesk@hum.wa.gov](mailto:frontdesk@hum.wa.gov). or via telephone at 800-233-3247.

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