**SETTLEMENT AGREEMENT: EEO CASES NOT ALLEGING AGE DISCRIMINATION**

This Settlement Agreement (“Agreement”) is entered into by and between [Insert name of employee] (“Aggrieved Person/Complainant”) and the Department of Veterans Affairs (“Agency”), collectively referred to as the “Parties.” For and in consideration of the promises and covenants herein contained, the Parties hereby agree that:

**WHEREAS**, the Parties to this Agreement wish to fully and finally resolve and settle all claims between them arising out of all claims, complaints, and actions Aggrieved Person/Complainant has or may have against the Agency, including, but not limited to, claims under Title VII of the Civil Rights Act, as amended, claims of emotional distress, or physical injuries that allegedly arose from emotional stress, and any other federal or state claim, including both civil or criminal claims.

1. **Withdrawal and Waiver:**
	1. In consideration of the settlement terms referenced in Paragraph 2 and any other covenant made by the Agency in this Agreement, Aggrieved Person/Complainant hereby voluntarily withdraws any and all pending informal and formal EEO complaints, any appeals to the Merit Systems Protection Board, any complaints before the Office of Special Counsel, any grievances, whether formal or informal, any court actions, and all other claims arising under any federal, state, or local law, regulation, or ordinance, against the Agency, its past and present administrators or employees, in their personal or official capacities, in any stage of processing in their entirety, including, but not limited to, EEO Case No(s). \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
	2. Except as provided for in this Agreement and in exchange for the terms provided, Aggrieved Person/Complainant hereby settles, waives, withdraws, and forever discharges the Agency, its past and present administrators or employees, in their personal or official capacities, from any and all complaints, claims, grievances, appeals, expenses, and damages of any kind, which are or may be asserted by the Aggrieved Person/Complainant or on the Aggrieved Person/Complainant’s behalf, based on any event occurring before the Aggrieved Person/Complainant’s execution of this Agreement.
2. **Agency Obligation(s):**

As due consideration for the Parties’ mutual undertakings and obligation(s) provided for in this Agreement, including but not limited to Aggrieved Person/Complainant’s immediate dismissal of all complaints discussed heretofore, the Parties hereby agree to the following:

1. (Specify, in detail and including timeframes, whatever terms have been agreed upon—ensure that every deadline is reasonable!)
2. **Enforcement:**

If the Aggrieved Person/Complainant believes that the Agency has breached this Agreement, he/she must notify the Deputy Assistant Secretary for Resolution Management (ORM) in writing, within 30 calendar days after the date of the alleged breach. If ORM determines a breach has occurred, the Aggrieved Person/Complainant may elect to have this Agreement implemented, or to have any waived or withdrawn complaint(s) or other actions reinstated and processed from the point in the process where processing ceased. The Parties understand that, before any complaint or other action can be reinstated, the Aggrieved Person/Complainant must return to the status quo before this Agreement’s execution. Specifically and for any complaint, the Aggrieved Person/Complainant must forfeit all benefits received and return all money paid to or for his/her benefit under this Agreement before ORM will reinstate the complaint. Pursuant to 29 CFR §1614.504, the Aggrieved Person/Complainant may appeal to the Equal Employment Opportunity Commission (EEOC) if he or she believes that the Agency has either not fully implemented this Agreement or has improperly failed to reinstate his or her complaint.

1. **Further Understandings:**
2. This Agreement does not constitute and shall not be construed as an admission of guilt, liability, wrongdoing, or violation of any federal or state statute or regulation by the Agency or the Aggrieved Person/Complainant and is entered into solely to resolve the subject matter of this Agreement. This Agreement and any provided settlement hereunder is made solely in consideration of the covenants made herein and to avoid further cost and expense associated with the allegations and claims made by the Complainant.
3. This Agreement constitutes the entire understanding between the Parties and fully supersedes any and all prior agreements or understandings pertaining to the subject matter. No other oral or written terms or commitments exist between the Parties.
4. This Agreement addresses unique circumstances and shall not serve as precedent or past practice for resolving any other matter involving the Agency.
5. The Aggrieved Person/Complainant acknowledges that it is a separate entity, the Defense Finance and Accounting Services (DFAS), that administers payments and restores leave. The Agency exercises no control over, nor is the principle of, DFAS.  The Agency will make all reasonable efforts within ( ) calendar days of the date on which the Employee executed this Agreement to submit to DFAS any paperwork necessary to process an administrative payment or restore leave; however, the Agency makes no representation concerning when DFAS will complete agreed upon payments or leave restoration, if any.
6. The Aggrieved Person/Complainant shall be solely responsible for the payment of attorney fees and costs, if any, related to prosecution of discrimination complaints and other actions against the Agency referenced in paragraph 1.
7. The Aggrieved Person/Complainant shall be solely responsible for the payment of all taxes, if any, attributable to this Agreement. The Agency makes no representations concerning the tax consequences of this Agreement.
8. This Agreement shall be made a part of the record of the Aggrieved Person/Complainant's above-referenced discrimination complaint(s) and remains enforceable under the jurisdiction of the EEOC following dismissal of this case.
9. If a binding determination is made that any term(s) of this Agreement is/are unenforceable, such unenforceability shall not affect any other provision of this Agreement, and the remaining terms of this Agreement shall, unless prohibited by law, remain effective as if such unenforceable provision(s) was/were never contained herein.
10. This Agreement may not be amended or modified except by a writing signed by all Parties. Further, the Parties agree and acknowledge no presumption or conclusion of any kind shall be drawn against the drafter(s) of this Agreement. The Parties also agree and acknowledge that both the Complainant and the Agency contributed to the final version of this Agreement through comments and negotiations.
11. The Aggrieved Person/Complainant enters into this Agreement voluntarily without duress or coercion. The Aggrieved Person/Complainant fully understands all the terms of this Agreement and is aware of the right to consult an attorney. Further, the Aggrieved Person/Complainant has not waived any rights or claims that may arise after this Agreement is executed or that the Aggrieved Person/Complainant is otherwise entitled.

This Agreement shall be effective upon the date of the last required signature identified below.

**FOR THE AGGRIEVED PERSON/COMPLAINANT:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Aggrieved Person/Complainant’s Name Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Representative's Name (if any) Date**

**FOR THE DEPARTMENT:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Authorized Agency Official’s Name Date**

**REQUIRED LEGAL SUFFICIENCY REVIEW BY AGENCY COUNSEL**

Please note that OGC review of this Agreement is only as to its **form and legality**.  The OGC attorney whose signature appears below makes no representations as to the advisability or appropriateness of the settlement terms contained herein.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Counsel for the Agency Date**