

EMPLOYMENT OBJECTIVES
EQUAL EMPLOYMENT OPPORTUNITY

DAA
(EXHIBIT)

APPROVALS REGARDING AMERICANS WITH DISABILITIES
ACCOMMODATIONS REQUESTS

This exhibit concerns requests for accommodations for qualified employees with disabilities under the Americans with Disabilities Act. This approval is exercised as needed.

REQUESTS

Responsible Party	Level of Authority	Requirements and Other Information
Workplace Supervisor	Determination of need for accommodation Modifications to job or facilities within department's budget constraints Submission of request to Equal Employment Opportunity office if accommodation is not feasible	Americans with Disabilities Act Accommodation Request Form signed by the employee and all medical documentation. The workplace supervisor is allowed to make accommodations if they are needed and can be provided within his or her resource constraints.
Manager, Equal Employment Opportunity	Submission to Accommodation Request Review Committee of Americans with Disabilities Act Accommodation Request Form	The workplace supervisor must submit Americans with Disabilities Act Request Form to EEO for submission to the Accommodations Request Review Committee if accommodation cannot be made or if accommodation is deemed unreasonable.
Accommodation Request Review Committee	Americans with Disabilities Act Request or Americans with Disabilities Act Accommodation above budget constraints	

1. ~~References:~~

~~DAA2(REGULATION)~~

~~DAA1(REGULATION)~~

2. ~~The chief human resources officer, Human Resources, is responsible for maintenance of this exhibit.~~