



NOTICE OF POLICY AND PRACTICES APPLICABLE TO INDIVIDUALS WITH DISABILITIES and PROTECTED VETERANS

POLICY

As part of its business practices and policies, Yale University is firmly committed to the concept and practice of equal employment. As such, it is Yale's policy not to discriminate against any Faculty or Staff, or any applicant for employment, on the basis of disability, protected veteran status, or any other category or characteristic protected by applicable federal, state, or local law. This Policy applies to all terms, conditions, and privileges of employment. An individual's employment, and future changes in work assignments, shall be based entirely on the individual's ability, education, training, relevant experience, performance, and other valid job requirements. Yale's commitment to equal employment opportunity includes making reasonable accommodation to the known physical or mental impairments of otherwise qualified individuals with disabilities, to the extent that such accommodation does not impose an undue hardship on the conduct of the work of Yale.

Yale is also committed to the concept and practice of affirmative action. In furtherance of applicable federal requirements and with the full support of its President Perter Salovey, Yale maintains an Affirmative Action Program for Individuals with Disabilities and Protected Veterans. This Program is designed to enhance the opportunities of qualified Individuals with Disabilities and Protected Veterans, and contains a system for measuring their effectiveness.

DEFINITIONS

For purposes of the Affirmative Action Program, the following definitions apply:

- **Individual with a Disability** refers to any person who (i) has a physical or mental impairment which substantially limits one or more of such person's major life activities; (ii) has a record of such an impairment; or (iii) is regarded as having such an impairment.
- **Protected Veterans** include: (i) *Disabled Veterans* (a veteran of the U.S. military, ground, naval or air service who is entitled to compensation or who but for the receipt of military retired pay would be entitled to compensation under laws administered by the Secretary of Veterans Affairs, or a person who was discharged or released from active duty because of a service-connected disability); (ii) *Recently Separated Veterans* (any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service); (iii) *Armed Forces Service Medal Veterans* (any veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985); and (iv) *Active Duty Wartime or Campaign Badge Veteran* (veterans who served on active duty in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense).

INVITATION TO SELF-IDENTIFY

If you are an Individual with a Disability or a Protected Veteran, and wish to be considered under the Affirmative Action Program, please complete an Invitation to Self-Identify form -- which can be obtained from Yale's Office for Equal Opportunity Programs.

REQUEST FOR REASONABLE ACCOMMODATION

If you wish to be considered for a reasonable job-related accommodation, please contact your Manager or Yale's Office for Equal Opportunity Programs. The request may be made orally or in writing. Applicants for employment who need an accommodation with respect to the application process may notify the Responsible University Official identified below.

NON-HARASSMENT

Faculty and Staff, as well as applicants for employment, shall not be subjected to harassment, intimidation, threats, coercion, discrimination, or retaliation because they are an Individual with a Disability or a Protected Veteran; because they filed a complaint or assisted or participated in an activity protected by any federal, state, or local law requiring equal employment for Individuals with Disabilities or Protected Veterans; or because they opposed any act or practice made unlawful by, or exercised any other right protected by, any federal, state, or local law requiring equal opportunity for Individuals with Disabilities or Protected Veterans.

RESPONSIBLE UNIVERSITY OFFICIAL

Yale has designated the following Official to have overall responsibility for Yale's policies and practices applicable to Individuals with Disabilities and Protected Veterans: Valarie J. Stanley, Director, Office for Equal Opportunity Programs, at 203-432-0849 or valarie.stanley@yale.edu. Any complaint or concern may be presented orally or in writing to Ms. Stanley or, as the circumstances dictate, to Yale's Office of the Provost or to Yale's Human Resources Division.

PROGRAM REVIEW

The Affirmative Action Program applicable to Individuals with Disabilities and to Protected Veterans is available for inspection upon request during regular working hours in Yale's Office for Equal Opportunity Programs.