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NGNV-FTT-E

9 October 2019

MEMORANDUM FOR All Commanders, Directors, and Supervisors of All Units, Activities and Departments, Nevada National Guard

SUBJECT: Disability Anti-Discrimination and Reasonable Accommodation Policy

1. References.

a. Rehabilitation Act of 1973, as amended.

b. The Equal Employment Opportunity Commission's "Policy Guidance of Executive Order 13164: Establishing Procedures to Facilitate the Provision of Reasonable Accommodation", 17 October 2002.

2. The Nevada National Guard does not condone discrimination or harassment against someone based on disability. It is illegal to harass an applicant or employee because he or she has a disability, had a disability in the past, or is believed to have a physical or mental disability. The law forbids discrimination when it comes to any aspect of employment including hiring, firing, pay, job assignments, promotions, training, benefits, and any other term or condition of employment. Employment actions and decisions must be made fairly and without bias.

3. Applicants for employment and employees with disabilities will be afforded the opportunity to request a reasonable accommodation to eliminate workplace barriers so a qualified employee/applicant can perform the essential functions of a job or apply for employment within our organization.

4. As appropriate, supervisors, employees, and/or applicants will engage in an interactive process to identify viable options for accommodations. This interactive process may include discussions with HRO professionals, relevant medical professionals and others (HIPAA privacy rules will apply). Approval of Reasonable Accommodation may also require the employee to provide appropriate supporting medical documentation.

5. All commanders and supervisors will ensure the widest possible dissemination of this policy to their personnel and ensure the policy is posted on bulletin boards.

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6. The Reasonable Accommodation Standard Operating Procedures (SOP) and additional EEO information may be found at <https://gko.portal.ng.mil/states/NV/SitePages/Home.aspx> select Joint Staff; HRO; EEO/EO; RA Policy. Questions regarding this memorandum may be directed to Ms. Alicia Nyland at alicia.l.nyland.civ@mail.mil or (775) 384-5845.



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