



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
HEADQUARTERS
4800 MARK CENTER DRIVE
ALEXANDRIA, VA 22350-1400

JUL 19 2021

MEMORANDUM FOR ALL DODEA PERSONNEL AND APPLICANTS FOR
EMPLOYMENT

SUBJECT: Reasonable Accommodation Policy Statement

It is the policy of the Department of Defense Education Activity (DoDEA) to ensure equal opportunity and access in employment for individuals with disabilities by providing reasonable accommodation (RA) to qualified employees and applicants with disabilities to ensure all employees enjoy full access to equal employment opportunity, unless doing so would cause an undue hardship to the Agency.

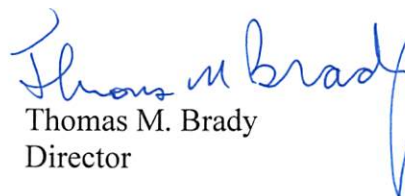
A reasonable accommodation is any change in the work environment to assist a qualified individual with a disability to apply for a job, perform the essential functions of a job, or to enjoy the benefits and privileges of employment.

DoDEA employees requiring accommodations to perform an essential job function may contact the Disability Program Manager (DPM) assigned to their region or first-level supervisor for more information on the process and to initiate a request. Applicants for employment wishing to request reasonable accommodation should alert human resources during the recruitment process.

In all circumstances, DoDEA strives to provide accommodations in accordance with applicable EEOC guidance. To learn more about the RA process, please visit the DMEO RA Web page at <https://www.dodea.edu/Offices/DMEO/ReasonableAccommodations.cfm>.

All supervisors are required to post this Annual Policy Statement in prominent locations in all DoDEA-controlled work sites, in accordance with Subpart 1614 .102 (b) (5) of Title 29, Code of Federal Regulations.

Sincerely,


Thomas M. Brady
Director