



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, HUMPHREYS
UNIT #15228
APO AP 96271-5228

IMHM-EE

JAN 14 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy #103, Reasonable Accommodation (RA)

1. References:

a. 29 U.S.C. 791, Employment of Individuals with Disabilities, 26 September 1973.

b. US Army Procedures for Providing Reasonable Accommodation for Individuals with Disabilities, March 17, 2009.

2. It is the policy of USAG Camp Humphreys to provide reasonable accommodations for individuals with disabilities. Reasonable accommodation is defined as a change in the work environment or in the way things are customarily done that enables qualified individuals with a disability to enjoy equal employment opportunities.

3. RA procedures apply to all applicants for employment and employed civilians (appropriated and non-appropriated fund) serviced by the USAG Camp Humphreys Equal Employment Opportunity (EEO) Office.

4. Supervisors, managers, and employees will support the prompt, fair, and efficient processing of requests for accommodations. They will report all requests to the EEO Office.

5. The EEO Office oversees the RA Program and will coordinate, track, and monitor all RA requests, and provide information, advice, and training to managers and employees with respect to reasonable accommodations.

6. Point of contact is USAG Humphreys EEO Office at DSN 753-6753.


JOSEPH C. HOLLAND
COL, AR
Commanding

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USAG Humphreys Website