



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

AMIM-HMG-EE (RN 100)

12 Oct 2023

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy # 5, Reasonable Accommodations (RA)

1. References:

- a. AR 690-12, Equal Employment Opportunity and Diversity, 12 December 2019.
- b. Reference memorandum, SAMR-ZA, 17 March 2009, Subject: U.S. Army Procedures for Providing Reasonable Accommodations for Individuals with Disabilities.

2. It is the policy of USAG – Humphreys to provide reasonable accommodations for individuals with disabilities. Reasonable accommodations are defined as a changes 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-H 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 accommodation requests, and provide information, advice, and training to managers and employees with respect to reasonable accommodations.

6. POC is USAG Humphreys EEO Office at DSN 315-755-9155.

Encl
Reasonable Accommodation
Process


RYAN K. WORKMAN
COL, AR
Commanding

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USAG Humphreys Website

Reasonable Accommodation Process

