



DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, US ARMY GARRISON, PRESIDIO OF MONTEREY
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AMIM-PMG-EE

NOV 14 2022

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy # 4 - Reasonable Accommodation for Individuals with Disabilities

1. References:

- a. Rehabilitation Act of 1973, as amended.
- b. Equal Employment Opportunity Commission (EEOC), Management Directive 715.
- c. The Americans with Disabilities Act (ADA) Amendments Act of 1990 and ADA Act of 2008.
- d. AR 690-12, Appendix C, Equal Employment Opportunity and Discrimination, 22 December 2016.

2. Purpose: To state the United States Army Garrison, Presidio of Monterey (USAG POM) commitment to full compliance with the requirements of the Rehabilitation Act of 1973, as amended. Under the law, Federal agencies must provide Reasonable Accommodations (RA) to qualified employees or applicants with disabilities, unless to do so would cause an undue hardship.

3. Applicability: An individual with a disability may request RA at any time during the application process or during the period of employment. An individual with a disability should request RA when he/she knows that there is a workplace barrier that is preventing them, due to a disability, from effectively competing for a position, performing a job or gaining equal access to a benefit of employment. As a practical matter, it may be in an employee's interest to request RA before performance suffers or conduct problems occur.


4. Proponent: The proponent for this policy is the Equal Employment Opportunity (EEO) Office, AMIM-PMG-EE, (831) 242-5105. This policy supersedes the previous command policy on this subject, dated 15 July 2020.

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5. USAG POM managers and supervisors are expected to expeditiously process requests for RA made by employees and applicants for employment. The Disability Manager is available to provide advisory service to all Managers and Supervisors with RA requests. In the event of complex RA requests, the POM RA advisory team consisting of Disability Program Manager; Staff Judge Advocate Labor Attorney; Labor, Management and Employee Relations Specialist; and Occupational Medical Physician are available for consultation. The U.S. Army Procedures for Providing RA for Individuals with Disabilities are located in Reference (d).

6. This policy will be brought to the attention of all personnel. A copy of this memorandum will be posted on the POM EEO website and on all official bulletin boards in compliance with 29 C.F.R. §1614.102(b)(4).



SAMUEL W. KLINE
COL, SF
Commanding

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