DEPARTMENT OF THE ARMY
US ARMY SIGNAL MIDWEST REGIOD NETWORK ENTERPRISE CENTER
200 HENRY AVENUE
FORT RILEY, KANSAS 66442

NETC-SFB-DJI 26 February 2024

MEMORANDUM Richard Peterson, Information Technology Specialist, GS-2210-11, Network Enterprise Center-Riley (RNEC), Fort Riley, KS 66442

SUBJECT: Decision on Reasonable Accommodation Request

1. Reference Log Number: RA2024FEB26-01/RA-RILEY-24-0012

2. Date reasonable accommodation requested: 26 February 2024

3. Who received the request: Robert Gardner

4. Date reasonable accommodation request referred to decision maker (if different than individual receiving request):

5. Reasonable accommodation needed for (check one):

- Application process ☐
- Performing job functions or accessing the work environment ☒ X
- Accessing a benefit or privilege of employment (e.g. attending a training program) ☐

6. Accommodation(s) requested:

7. Accommodation(s): __X__ approved as specifically requested
____ approved but different from original request
____ denied

Date accommodation request approved/denied:

* If approved accommodation is different from the one(s) originally requested, identify the alternative accommodation(s):

Indicate whether alternative accommodation is: ____ accepted
(Employee needs to initial appropriate response)
_____ rejected

If alternative accommodation rejected, employee to state reason here:

8. If accommodation denied, request denied because: (may check more than one box)

- Requestor does not have a Rehabilitation Act disability ☐
- Accommodation ineffective ☐
- Accommodation would cause undue hardship ☐
- Medical documentation inadequate ☐
- Accommodation would require removal of essential function ☐
- Accommodation would require lowering performance or production standard ☐
- Other (Please identify) _____ ☐

9. If accommodation denied, detailed reason(s) for the denial:

10. If offered accommodation different from the one originally requested, explain (a) the reasons for the denial of the accommodation originally requested and (b) why the alternative accommodation would be effective:

11. Date reasonable accommodation will be provided (if different from date of approval):

12. If timeframes outlined in the Army's policy and procedures for reasonable accommodation were not met, explain why:

13. If medical information was required to process this request, explain why: To support the request for telework.

14. Sources of technical assistance, if any, consulted in trying to identify possible reasonable accommodations (e.g. Job Accommodation Network, the Computer/Electronic Accommodations Program, disability organization, the Disability Program Manager, Occupational Health).

15. If you disagree with a denial of an accommodation request, you may consider pursuing alternative dispute resolution (ADR) through any applicable process available on Fort Riley. Note that requesting and/or participating in ADR may not extend the time limits for initiating administrative, statutory, or collective bargaining actions as detailed in paragraph 16 below.

16. If you are dissatisfied with the resolution and wish to pursue administrative, statutory, or collective bargaining rights, you may take the following steps:

- For an EEO complaint pursuant to 29 C.F.R.δ 1614, contact an EEO counselor in the Fort Riley EEO Office *within 45 days from the date of receipt of this Decision or a verbal response (whichever comes first).*

- For a collective bargaining claim, file a written grievance in accordance with the provisions of the applicable Collective Bargaining Agreement.

- For adverse actions over which the Merit Systems Protection Board (MSPB) has jurisdiction, initiate an appeal to the MSPB *within 30 days of an appealable adverse action* as defined in 5 C.F.R. δ 1201.3.

17. The point of contact for this memorandum is the undersigned at (785) XXX-XXXX or EMAIL.civ@army.mil.

ROBERT GARDNER
Regional Director, Midwest
Network Enterprise Center

Receipt Acknowledged:

_____ _____
Richard Peterson Date