

Reasonable Accommodation Procedures for Individuals with Disabilities

A reasonable accommodation is any change or modification in the workplace or in the way things are customarily accomplished that enables a qualified individual with a disability (physical or mental) to enjoy equal employment opportunities. Many individuals with disabilities apply for and perform jobs without any reasonable accommodations, however, there may be workplace barriers that may keep other individuals with disabilities from performing jobs that they could perform with some form of accommodation.

Accommodations may include:

- modifications or adjustments to a job application process that enable a qualified applicant with a disability to be considered for the position such qualified applicant desires; or
- modifications or adjustments to the work environment, or to the manner or circumstances under which the position held or desired is customarily performed, enable a qualified individual with a disability to perform the essential functions of that position; or
- modifications or adjustments that enable a covered entity's employee with a disability to enjoy equal benefits and privileges of employment as are enjoyed by its other similarly situated employees without disabilities.

Reasonable accommodations are available to qualified applicants and employees with disabilities, and are provided to employees whether they work full-time, part-time, or are considered probationary employees.

For more information and/or to request a reasonable accommodation, contact your supervisor or the NRL EEO Office at nrl_eeo@us.navy.mil or by phone at (202) 528-9687.