

## INVITATION TO SELF IDENTIFY: PROTECTED VETERAN STATUS

Columbia University is subject to the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (VEVRAA), as amended by the Jobs for Veterans Act of 2002, 38 U.S.C. 4212. The equal opportunity clause of VEVRAA requires government contractors to take affirmative action to employ and advance in employment "Protected Veterans". A government contractor's affirmative action obligations also include: (i) maintaining a written Affirmative Action Program; (ii) extending an invitation to applicants for employment to identify their veteran status; (iii) engaging in other outreach to, and positive recruitment efforts of, veterans; (iv) measuring the effectiveness of the outreach; and (v) submitting a report to the United States Department of Labor each year identifying the number of its employees belonging to each specified Protected Veteran classification.

Protected Veterans are defined by the government to include the following classifications:

- **Disabled Veteran** is: (i) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or (ii) a person who was discharged or released from active duty because of a service-connected disability.
- **Recently Separated Veteran** means any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service.
- **Active Duty Wartime or Campaign Badge Veteran** means a veteran who served on active duty in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.
- **Armed Forces Service Medal Veteran** means a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

If you believe that you belong to any of the classifications of Protected Veterans listed above, it would assist our affirmative action efforts if you would please indicate by checking the appropriate box below.

***Please note:***

The submission of this information is voluntary. The refusal to provide it will not subject you to any adverse treatment. The information provided will be kept confidential, and will be used only in ways that are not inconsistent with VEVRAA, such as (i) informing supervisors and managers of restrictions on the work or duties of a disabled veteran, and of necessary accommodations; (ii) informing first aid and safety personnel, to the extent appropriate, of conditions that might require emergency treatment; and (iii) informing government officials engaged in enforcing VEVRAA, or enforcing the Americans with Disabilities Act.

***Note further:***

If you are a disabled veteran, please let us know whether there is anything that we can do to enable you to perform the essential functions of the job, including special equipment or other accommodations.

<b><i>I belong to the following Classifications of Protected Veterans (choose all that apply):</i></b>	<input type="checkbox"/> Disabled Veteran <input type="checkbox"/> Recently Separated Veteran and ____ (Month) / ____ (Year) of Discharge <input type="checkbox"/> Active Wartime or Campaign Badge Veteran <input type="checkbox"/> Armed Forces Service Medal Veteran
<b><i>If you have not responded above, please select one of the following:</i></b>	<input type="checkbox"/> I am a Protected Veteran, but I choose not to self-identify the classifications to which I belong. <input type="checkbox"/> I am not a Protected Veteran.

Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

Please return this form to the Human Resources Processing Center, 615 West 131st Street, 4th Floor, New York, NY 10027.