



DEFENSE LOGISTICS AGENCY
LAND AND MARITIME
P.O. BOX 3990
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NOV 06 2017

MEMORANDUM FOR DLA LAND AND MARITIME

SUBJECT: Reasonable Accommodations Policy Statement

As Commander of DLA Land and Maritime, I am committed to ensuring all qualified associates and applicants with disabilities receive reasonable accommodations. Through a change or adjustment in the work environment, individuals with disabilities will be afforded equal opportunity to accomplish the essential functions of their jobs and the rights, benefits and privileges of employment.

Employees may request a reasonable accommodation through their supervisor, second line supervisor and/or the Disability Program Manager. Applicants for positions will use the point of contact indicated in the vacancy announcement and/or the selecting official when requesting a reasonable accommodation.

I expect the reasonable accommodation process to be an interactive discussion where the requestor and decision maker collaborate on providing the appropriate accommodation. The accommodation granted may vary from the original request, but one constant remains - it must be effective. This is to be done on a case-by-case basis and will vary depending on the needs of the person and the nature of their job.

It is a DLA Land and Maritime commitment to ensure individuals with disabilities receive consideration, with a focus on their abilities and contributions. Furthermore, the concept of equal opportunity and full participation in all terms, conditions, and benefits of employment are applicable to all current and future employees.

For more information on reasonable accommodation, please contact the Disability Program Manager located in the Office of Equal Employment Opportunity and Diversity at (614) 692-2574 or DSN 850-2574. A copy of this policy statement will be posted on all official bulletin boards.


M. C. SKUBIC
RDML, SC, USN
Commander