



POLICY ON THE EMPLOYMENT OF SPECIAL DISABLED, VIETNAM ERA, AND OTHER PROTECTED VETERANS

BACKGROUND

Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974 prohibits discrimination against any employee or applicant for employment because he or she is a Special Disabled or Vietnam Era Veteran with regard to any position for which the employee or applicant for employment is qualified. In addition, the enactment of the Veterans Employment Opportunities Act of 1998 extended these affirmative action obligations to a new category of veterans known as “Other Protected Veterans.”

In response to these acts and the Research Foundation’s commitment to equal opportunity, the Foundation has adopted an affirmative action plan for the employment of Special Disabled, Vietnam Era, and Other Protected Veterans. This plan provides that such veterans should be given every opportunity for employment, training, and promotion commensurate with their ability and qualifications to perform the specific jobs for which they may be considered. Further, the Foundation demonstrates this commitment through outreach programs and positive recruitment activities as reflected in affirmative action plans.

If you wish to review the portion of the affirmative action plan related to the employment of Special Disabled, Vietnam Era, and Other Protected Veterans, contact the affirmative action office at your location.

DEFINITIONS

For the purpose of this document, the following definitions will assist in understanding the terms *Special Disabled Veteran*, *Vietnam Era Veteran*, and *Other Protected Veteran*:

- A *Special Disabled Veteran* is defined as a person who is entitled to compensation under laws administered by the Veterans Administration for a disability rated at 30 percent or more; *or* rated at 10 or 20 percent in the case of a veteran who has been determined under *Section 1506 of Title 38, U.S. Code*, to have a significant employment disability; *or* a person who was discharged or released from active duty because of a service-related disability. The term *significant employment disability* means a significant impairment of a veteran’s ability to prepare for, obtain, or retain employment consistent with such veteran’s abilities, aptitudes, and interests.
- A *Vietnam Era Veteran* is defined as a person:
 - 1) who served more than 180 days of active military service, any part of which was during the period from August 5, 1964 through May 7, 1975 *or* any part of which was during the period from February 28, 1961 through May 7, 1975 if the person served in the Republic of Vietnam; *and*
 - 2) was discharged or released from active duty with other than a dishonorable discharge;
or
 - 3) was discharged or released from active duty because of a service-related disability.



- An *Other Protected Veteran* is defined as a person with active duty service at any point between December 7, 1941 and April 28, 1952; *or* a veteran who served in a campaign or on an expedition for which a campaign badge, a service medal, or an expeditionary medal has been awarded.

The campaigns or expeditions that meet this criterion as of August 31, 1999 can be identified via the Internet at <http://www.opm.gov/veterans/html/vgmedal2.htm>. A veteran qualifies under this criterion *only* based upon military service *in* the identified campaign or expedition *and* not simply based on any military service during the time of the campaign or expedition. The campaign badges, service medals, and expeditionary medals that qualify under this criterion will be listed on Form DD-214, "Certificate of Discharge or Separation from Active Duty," or other official documents issued by a branch of service, if the veteran meets this criterion.

POLICY

The Research Foundation will ensure that no otherwise-qualified Special Disabled, Vietnam Era, or Other Protected Veterans shall, solely by reason of their disability or veteran status, be excluded from applying for Foundation employment or be subject to discrimination if employed by the Foundation.

The Research Foundation will employ, advance in employment, and otherwise treat Special Disabled, Vietnam Era, and Other Protected Veterans without discrimination based upon their status in all employment practices. These employment practices include, but are not limited to, advertising, recruitment, promotion, demotion or transfer, layoff or termination, rates of pay or other forms of compensation, and selection for training.

SELF-IDENTIFICATION

If, as an applicant for employment or current employee, you believe yourself to be covered by the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended, or the Veterans Employment Opportunities Act of 1998, and you wish to benefit under the Research Foundation Affirmative Action Program, you are invited to identify yourself as noted on the Foundation's Application Form, or you may complete Form F182, "Self Identification of Special Disabled Veterans, Vietnam Era Veterans, and Other Protected Veterans." This form can be obtained from your location's personnel office.

COMPLAINT PROCEDURES

The Research Foundation has established two complaint procedures: one for solving problems that arise in the workplace and one for resolving allegations of discrimination. If, as a veteran, you feel that the policy regarding your employment has been violated, you should contact your supervisor or the affirmative action officer at your location and obtain a copy of the appropriate complaint procedure.