



Michigan Works! Region 7B Consortium

Americans with Disability Act (ADA) Policy

Michigan Works! Region 7B Consortium (MWA) is committed to the principles of Equal Opportunity and prohibits discrimination of any kind in programs administered by the agency or its subcontractors. This MWA has an established policy of equal employment opportunity without regard to race, color, religion, sex (including but not limited to, pregnancy, childbirth and related medical conditions, transgender status and gender identity), national origin (including limited English proficiency [LEP]), age disability, or political affiliation or belief, or for beneficiaries, applicants, and participants only, on the basis of citizenship or participation in an program or activity, be excluded from participation in denied the benefits of, subjected to discrimination under or denied employment in the administration of or in connection with any program or activity. This MWA and its subcontractors agree to take steps necessary to correct any under-representation of minorities or women reported on the Minority-Female-Handicap Status and achieve a reasonably representative workforce at all levels of employment.

Under section 504 and Title II of the ADA, Michigan Works! Region 7B Employment and Training Consortium will make reasonable accommodations and modifications to address the needs of individual employees, participants, and/or subcontractors to address their needs of disability. Making accommodations and modifications means changing the way things are usually done in order to take into account the individual's disability-related need. Examples of accommodations and modifications include modifying rules, policies or practices; restructuring job or training program; schedule; alterations of assessment/testing techniques; removing architectural or communication barriers; or providing aids, services or assistive technology. These accommodations will be made where it is determined to be reasonable and does not impose and "undue hardship" on the agency.

An individual needing accommodations or modification should complete the Michigan Works! Region 7B Reasonable Accommodation Request Form and submit directly to the EO Officer, Deputy Director Robert Caillier, 402 N. First Street, Harrison, MI 48625. Individuals may obtain the request form on the Michigan Works! Region 7B website or at one of our local offices. The information submitted for reasonable accommodations, including information obtained during the process, will be treated as confidential to the extent permitted by law. If an individual is dissatisfied with the final response regarding an accommodation, the individual may appeal using the Michigan Works! Region 7B Consortium Grievance Procedure, individuals may obtain the Grievance Procedure on the Michigan Works! Region 7B website or at one of our local offices. Any questions regarding this policy may be directed to EO Officer, Robert Caillier at (989)539-2173 or via email, rcaillier@michworks4u.org.

Michigan Works! Region 7B Consortium is a "Proud Partner of the American Job Center network" and an equal opportunity program/employer. Auxiliary aids and services are available upon request; Michigan Relay Center, dial 711 (Voice and TDD). Funding provided by the State of Michigan.