

EXHIBIT A
INVITATION TO SELF IDENTIFY TO ALL EMPLOYEES

The University of Chicago is a government subcontractor subject to Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans Readjustment Assistance Act of 1974 (38 U.S.C. § 4212) which require government contractors and subcontractors to take affirmative action to employ and advance in employment, qualified individuals with disabilities, qualified disabled veterans and veterans who served on active duty during a war, campaign, or expedition for which a campaign badge has been authorized. If you are a covered veteran, or disabled and would like to be considered under the affirmative action program, please tell us. You may inform us of your desire to benefit under the program at this time and/or at any time in the future. This information will assist us in placing you in an appropriate position and in making accommodations to your disability. The University of Chicago will continue to recruit, hire, train and promote qualified persons without regard to race, color, religion, sex, national origin, age, sexual orientation, disability, or veteran status. Submission of this information is voluntary, and refusal to provide it will not subject you to discharge or disciplinary action. Information you submit concerning your disability or veteran status shall be kept confidential, except that:

1. Supervisors and managers may be informed regarding restrictions of the work or duties of individuals with disabilities and regarding necessary accommodations;
2. First aid and safety personnel may be informed as to when and to the extent appropriate, if the condition might require emergency treatment; and
3. Government officials engaged in enforcing law administered by OFCCP or the Americans with Disabilities Act, may be informed. The information provided will be used only in ways that are not inconsistent with section 503 of the Rehabilitation Act of 1973 or the Vietnam Era Veterans Readjustment Act of 1974, as amended.

If you are disabled, or a veteran covered by the Act, we would like to include you under the Affirmative Action Program. It would assist us if you tell us about: (a) any special methods, skills and/or procedures which qualify you for positions that you might not otherwise be able to do because of your disability, so that you may be considered for any positions of that kind, and (b) that accommodations which we could make which would enable you to perform the job properly, and safely, including special equipment, changes in the physical layout of the job, elimination of certain duties relating to the job, or other accommodations.

Pursuant to these regulations, we have developed an Affirmative Action Plan for Individuals with Disabilities and Veterans which is on file in the Human Resources Office and the Affirmative Action Office and is available for employees between 8:30 a.m. and 5:00 p.m., Monday through Friday.

Any employee who believes he or she is covered by the provisions of these Acts and desires consideration under the AAP should contact Aneesah Ali, Assistant Provost and Affirmative Action Officer, 773-702-5671.