

**Human Resources****Workplace Accommodations Notice**

Oregon Institute of Technology (Oregon Tech) is an equal opportunity employer that values diversity and strives to support and inclusive, equitable, and welcoming environment. Oregon Tech expressly prohibits discrimination based on race, color, creed, religion, ethnic or national origin, sex, sexual orientation, gender identification, gender expression, pregnancy, marital or familial status, age, disability, veteran's status, or any other applicable legally protected status.

Oregon Tech will make reasonable accommodations for known physical or mental disabilities of an applicant or employee as well as known limitations related to pregnancy, childbirth, or a related medical condition, such as lactation, unless the accommodation causes an undue hardship. Among other possibilities, reasonable accommodations could include:

- Acquisition or modification of equipment or devices;
- More frequent or longer break periods or periodic rest;
- Assistance with manual labor; or
- Modification of work schedules or job assignments.

**Oregon Tech employees and job applicants have a right to be free from unlawful discrimination, harassment, and retaliation.** To this end, Oregon Tech will not:

- Deny employment or promotion opportunities based on an individual's need for a reasonable accommodation;
- Deny a reasonable accommodation for known limitations, unless the accommodation would cause an undue hardship;
- Take an adverse employment action, discriminate, or retaliate because an applicant or employee has inquired about, requested, or used a reasonable accommodation;
- Require an applicant or an employee to accept an accommodation that is unnecessary; or
- Require an employee to take family leave or any other leave of absence, if the employer can make reasonable accommodation instead.

To request an accommodation or learn more about the interactive process contact:

**Sarah Henderson**

Benefits Consultant  
Office of Human Resources  
Snell Hall, Room 111  
541-885-1028; [sarah.henderson@oit.edu](mailto:sarah.henderson@oit.edu)

To discuss concerns or questions about this notice, report concerns of suspected discrimination, harassment, or retaliation associated with this notice or the rights described herein, or to request training for your unit or department, please contact:

**Maureen De Armond**

Associate Vice President, Human Resources  
Office of Human Resources  
Snell Hall, Room 108  
541-885-1108; [maureen.dearmond@oit.edu](mailto:maureen.dearmond@oit.edu)

*This Notice is being provided in accordance with Oregon's revisions to its Pregnancy & Childbirth Accommodation Law, effective in 2020. Read more about this law at: <https://www.oregon.gov/boli/workers/Pages/pregnancy-and-nursing-accommodations.aspx>*