OFFICE OF THE MAYOR
City of Middletown
CONNECTICUT 06457

Daniel T. Drew
MAYOR

# AMERICANS WITH DISABILITIES ACT POLICY STATEMENT

The City of Middletown is committed to providing and promoting equal opportunities in all of its activities and services. This commitment includes adhering to the mandates of the Americans with Disabilities Act (ADA) of 1990, a federal law that makes it unlawful to discriminate against a qualified person with a disability in all aspects of the employment process and in the provision of services and benefits. The City also follows all Connecticut laws and regulations that apply to individuals with disabilities.

The City of Middletown is also committed to providing reasonable accommodations to qualified persons with disabilities. Qualified or prospective employees may request reasonable accommodations in order to perform essential functions of their job or gain access to hiring processes. This will ensure the full and fair participation of all employees and citizens with disabilities in all City program services and activities so that discrimination does not occur on the basis of disability in the operation of City programs, services, and activities, or in its hiring and employment practices. In addition, individuals with disabilities are provided the opportunity to benefit from integrated programs and services, which facilitate interaction between people with and without disabilities.

Under the ADA, an individual with a disability is any person who meets the following guidelines: 1) has a physical or mental impairment that substantially limits one or more major life activities; 2) has a record of such impairment; or (3) is regarded as having such impairment. The City will reasonably accommodate the known physical or mental limitations of an otherwise qualified individual with a disability, unless the accommodation would impose an undue burden. Every reasonable effort will be made to determine and provide the appropriate reasonable accommodation to a qualified individual upon request. The City, in its discretion, may require the individual to provide additional information about his or her disability or limitations and the need for an accommodation. The ADA does not require the City to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden. Qualified employees or applicants with disabilities may request accommodations in order to perform the essential functions of their jobs or to gain access to the hiring process.



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The Americans with Disabilities Act enables society to benefit from the skills and talents of individuals with disabilities. The protections afforded are similar to those provided by Title VII of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of age, ancestry, color, genetic information, learning disability, marital status, past or present history of mental disability, intellectual disability, national origin, physical disability, including, but not limited to blindness, race, religious creed, sex, including pregnancy, transgender status, gender identity or expression, sexual orientation, workplace hazards to reproduction systems, political belief, military or veteran status, or criminal record, and Section 504 of the Rehabilitation Act of 1973, which is the foundation for the Americans with Disabilities Act.

All department heads and employees are expected to comply with this policy. It is also expected that all departments and employees will support the City's efforts and programs, which are designed to promote and achieve the principles of the Americans with Disabilities Act as well as Connecticut State law. Complaints that a request for reasonable accommodation has been denied or that a program, service, or activity is not accessible to persons with disabilities should be filed in writing to Ms. Laura Runte, Senior Services Specialist, who serves as ADA Compliance Officer for the City of Middletown. Ms. Laura Runte is located at 61 Durant Terrace, Middletown, Connecticut 06457 and can be reached at 860.638.4542 to address any questions or concerns. The Office of Equal Opportunity and Diversity Management is responsible for the implementation of this policy. This policy shall be posted and distributed annually to all employees of the City of Middletown.

DANIEL T. DREW, MAYOR

6/29/16
Date Approved