

VOLUNTARY SELF-IDENTIFICATION FORM FOR POST-OFFER APPLICANTS/EMPLOYEES

Carnegie Institution of Washington is an equal opportunity employer and committed to fostering a diverse workforce. It is our policy to administer all personnel actions including recruiting, hiring, training, and promoting employees without regard to race, color, religion, sex, sexual orientation, national origin, age, disability, marital status, veteran status, or any other legally protected classification in accordance with applicable federal and state laws. Consistent with the obligations of these laws, Carnegie Institution of Washington will make reasonable accommodations for qualified individuals with disabilities. In addition, as a federal government contractor, the Institution maintains an affirmative action program which furthers its commitment and complies with recordkeeping and reporting requirements under certain federal civil rights laws and regulations, including Executive Order 11246, Section 503 of the Rehabilitation Act of 1973 and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended.

As part of our compliance with these obligations, the Institution invites you to voluntarily self-identify as set forth below. Provision of the following information is entirely voluntary and a decision to provide or not provide such information will not have any effect on your employment or subject you to any adverse treatment. Any and all information provided will be considered confidential, will be kept separate from your application and/or personnel file, and will only be used in accordance with applicable laws, orders and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement purposes.

NAME: _____

DATE: _____

Gender: Male Female I prefer not to provide this information.

Ethnicity: Are you Hispanic/Latino? Yes No I prefer not to provide this information.
(If yes, you do not need to complete the Race section below.)

Race: (See definitions below.)

- American Indian or Alaskan Native (Not Hispanic or Latino)
- Asian (Not Hispanic or Latino)
- Hawaiian or Other Pacific Islander (Not Hispanic or Latino)
- Black or African American (Not Hispanic or Latino)
- White/Caucasian (Not Hispanic or Latino)
- Two or More Races (Not Hispanic or Latino)
- I prefer not to provide this information.

Protected Veteran Categories:

(See definitions on following page, please check all that apply)

- Disabled Veteran
- Recently Separated Veteran
- Armed Forces Service Medal Veteran
- Active Duty Wartime or Campaign Badge Veteran
- I prefer not to provide this information

DEFINITIONS FOR VOLUNTARY SELF-IDENTIFICATION

Ethnicity:

Hispanic or Latino – A person having origins of Cuban, Mexican, Puerto Rican, Central or South American or other Spanish culture or origin, regardless of race.

Race:

American Indian or Alaskan Native – A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Native Hawaiian or Other Pacific Islander – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Black or African American – A person having origins in any of the Black racial groups of Africa.

White/Caucasian – A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

DEFINITIONS FOR VOLUNTARY SELF-IDENTIFICATION, continued

Protected Veteran Categories:

Disabled Veteran – A veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or a person who was discharged or released from active duty because of a service-connected disability.

Recently Separated Veteran – a veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service.

Armed Forces Service Medal Veteran – A veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

Active Duty Wartime or Campaign Badge Veteran – A veteran who served on active duty in the U.S. military, ground, naval or air service during a war or in a campaign or expedition for which a campaign badge has been authorized, under the laws administered by the Department of Defense.