

**UNIVERSITY OF MARYLAND, BALTIMORE
EMPLOYEE SUPPLEMENTAL DATA INFORMATION FORM**

| | | |
|--|--|----------------|
| Last Name | First Name | Middle Initial |
| Social Security Number | | |
| Birthplace | Citizenship (if Other than U.S. Citizen) | |
| Contact Person In Case of Emergency | | |
| Name | Name | |
| Relationship | Relationship | |
| Day phone | Day phone | |
| Evening phone | Evening phone | |
| Address | Address | |
| Email address | Email address | |

UNIVERSITY OF MARYLAND, BALTIMORE DEMOGRAPHIC INFORMATION

CONFIDENTIAL DATA COLLECTION: As a federal contractor, UMB is committed to the contractual promise of affirmative action and equal employment opportunity that is required of those who do business with the Federal government. The federal government now differentiates between ethnicity and race and asks that all employees answer the question below:

| | | |
|---|---|--|
| 1. ETHNIC/RACE IDENTIFICATION | | |
| <p>Hispanic or Latino <i>Ethnicity: Hispanic or Latino-A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.</i></p> <p><input type="checkbox"/> NO <input type="checkbox"/> YES</p> | | |
| <p>Select One or More of the following:</p> <p><input type="checkbox"/> WHITE <i>Includes persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.</i></p> <p><input type="checkbox"/> BLACK OR AFRICAN AMERICAN <i>Includes persons having origins in any of the Black Racial Groups of Africa.</i></p> <p><input type="checkbox"/> NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER <i>A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.</i></p> <p><input type="checkbox"/> ASIAN <i>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.</i></p> <p><input type="checkbox"/> AMERICAN INDIAN OR ALASKA NATIVE <i>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.</i></p> | | |
| 2. DATE OF BIRTH ____/____/____ | 3. SEX <input type="checkbox"/> FEMALE <input type="checkbox"/> MALE | 4. MARITAL STATUS <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> DIVORCED <input type="checkbox"/> SINGLE |

UNIVERSITY OF MARYLAND, BALTIMORE VOLUNTARY SELF-IDENTIFICATION OF DISABILITY

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities. To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way.

If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier. You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include but are not limited to:

| | | | |
|--|----------------|--|---------------------------------------|
| Blindness | Autism | Bipolar disorder | Post traumatic stress disorder (PTSD) |
| Deafness | Cerebral Palsy | Major depression | Obsessive compulsive disorder |
| Cancer | HIV/AIDS | Multiple sclerosis | Muscular Dystrophy |
| Diabetes | Schizophrenia | Epilepsy | Missing or partially missing limbs |
| Impairments requiring use of a wheel chair | | Intellectual Disability (formerly called mental retardation) | |

Please check one of the boxes below:

- YES, I HAVE A DISABILITY (or previously had a disability)
- NO, I DON'T HAVE A DISABILITY
- I DON'T WISH TO ANSWER

UNIVERSITY OF MARYLAND, BALTIMORE VETERAN STATUS

UMB is a Government contractor subject to the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended by the Jobs for Veterans Act of 2002, 38 U.S.C. 4212 (VEVRAA), which requires Government contractors to take affirmative action to employ and advance in employment: (1) Active duty wartime or campaign badge veterans; (2) Armed Forces service medal veterans; (3) disabled veterans; and (4) recently separated veterans. UMB must also comply with the regulations for equal employment opportunity and affirmative action (EEO/AA), the following information is required to be collected. Providing this information is voluntary and has no impact on your employment status, but in the instance of missing information, we will attempt to identify your race and ethnicity by visual observation.

An **"Active Duty Wartime or Campaign Badge Veteran"** is 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.

An **"Armed Forces Service Medal Veteran"** is 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.

A **Disabled Veteran** is one of the following:

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 -related disability.

A “**Recently Separated Veteran**” is any 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. Protected veterans may have additional rights under the Uniformed Services Employment and Reemployment Rights Act. For more information, call the U.S. Department of Labor’s Veterans Employment and Training Service (VETS), toll-free, at **1-866-4-USA-DOL**.

As a Government contractor subject to VEVRAA, we are required to submit a report to the United States Department of Labor each year identifying the number of our employees belonging to each specified “protected veteran” category. If you believe you belong to any of the categories of protected veterans listed above, please indicate by checking the appropriate box below.

I BELONG TO THE FOLLOWING CLASSIFICATIONS OF PROTECTED VETERANS (CHOOSE ALL THAT APPLY):

- ACTIVE WARTIME OR CAMPAIGN BADGE VETERAN 73
- ARMED FORCES SERVICE MEDAL VETERAN
- DISABLED VETERAN
- RECENTLY SEPARATED VETERAN

I am a protected veteran, but I choose not to self-identify the classifications to which I belong.

I am NOT a protected veteran.

If you are a disabled veteran, it would assist us if you tell us whether there are accommodations we could make that would enable you to perform the essential functions of the job, including special equipment, changes in the physical layout of the job, changes in the way the job is customarily performed, provision of personal assistance services or other accommodations. This information will assist us in making reasonable accommodations for your disability.

Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information provided will be used only in ways that are not inconsistent with the Vietnam Era

Veterans’ Readjustment Assistance Act of 1974, as amended.

The information you submit will be kept confidential, except that (i) supervisors and managers may be informed regarding restrictions on the work or duties of disabled veterans, and regarding necessary accommodations; (ii) first aid and safety personnel may be informed, when and to the extent appropriate, if you have a condition that might require emergency treatment; and (iii) Government officials engaged in enforcing laws administered by the Office of Federal Contract Compliance Programs, or enforcing the Americans with Disabilities Act, may be informed.

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| Signature | Date | Campus Address | Campus Phone |