

## **Department of the Air Force Accessibility**

The Department of the Air Force (DAF) is committed to meeting or exceeding the accessibility requirements of the Rehabilitation Act of 1973, as amended, and the Architectural Barriers Act of 1968. Accessibility for individuals with disabilities (IWD) is addressed as follows:

### **The Rehabilitation Act of 1973 (29 USC § 791 et seq.) as amended by the Americans with Disabilities Act (ADA) of 1990, as amended (42 USC § 12101 et seq.)**

#### **Reasonable Accommodation**

The Rehabilitation Act of 1973 (29 USC § 791 et seq.) as amended by the Americans with Disabilities Act (ADA) of 1990, as amended (42 USC § 12101 et seq.) requires the Air Force to provide reasonable accommodation to qualified individuals with disabilities who are employees or applicants for employment, unless to do so would impose undue hardship upon the Air Force. Per 29 CFR Appendix to Part 1630 § 1630.2(o), an accommodation is, generally, a modification or adjustment to the work environment, or the manner in which activities are customarily performed, that enable an individual with a disability to enjoy equal benefits and privileges of employment as are enjoyed by similarly situated employees without disabilities, or which allow a qualified applicant for employment with a disability to be considered for the position the qualified person desires. DAF Procedures for requesting Reasonable Accommodation can be found in [Department of Air Force Instruction \(DAFI\) 36-2710, Equal Opportunity Program](#).

#### **Personal Assistance Services (PAS)**

Equal Employment Opportunity Commission regulations at 29 CFR § 1614.203 require the Air Force to engage in affirmative employment practices by providing Personal Assistance Services (PAS) to civilian employees who need them. Personal Assistance Services are services that help individuals who, because of targeted disabilities, require assistance to perform basic activities of daily living per 29 CFR § 1614.203(d)(5). PAS are defined as assistance with performing activities of daily living that an individual would typically perform if he or she did not have a disability, and that is not otherwise required as a reasonable accommodation. The Installation Disability Program Manager (DPM) is the point of contact for all PAS requests. To locate a DPM [click here](#).

- If you are a DAF Civilian in need of reasonable accommodation or PAS to perform the essential functions of your job, or to enjoy equal access to the benefits and privileges of employment, you may submit an electronic [Reasonable Accommodation Request \(RAR\)](#). Upon submission, an automatic notification will be sent to your first level supervisor or appropriate

decision authority, and your MAJCOM or Installation DPM. The Equal Opportunity (EO) Office may assist with locating a DPM or with submission of the Reasonable Accommodation Request.

- If you are an applicant for a DAF civilian job and need reasonable accommodation or PAS during the application process, contact the human resources point of contact listed on the vacancy announcement or email SAF Reasonable Accommodations at [SAF.Reasonable.Accommodations@us.af.mil](mailto:SAF.Reasonable.Accommodations@us.af.mil).
- Additional information on reasonable accommodation and PAS can be found in [DAFI 36-2710, Equal Opportunity Program](#), 18 June 2020.

### **Rehabilitation Act of 1973, as amended (29 U.S. Code Section 794) Section 504**

DAF is required to provide access to all programs and activities conducted or funded by DAF. DAF will provide access comparable to that provided to those who do not have disabilities, in accordance with Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S. Code Section 794).

- Visitors participating in DAF sponsored or funded programs and activities who need modifications/accommodations should contact the organizer or office conducting the event(s).
- If information on the organizer is not available, you may request assistance by sending a detailed email with your contact information to the SAF/DI Workflow [SAF.ODI.Workflow@us.af](mailto:SAF.ODI.Workflow@us.af). Include "Section 504" in the subject line.

### **The Architectural Barriers Act (ABA) of 1968 (42 U.S.C. §§ 4151-57)**

#### **Facilities and Physical Infrastructure**

Architectural Barriers Act of 1968 (ABA) applies to the Department of Defense (DoD) and is enforced by the U.S. Access Board. The ABA of 1968 (42 U.S.C. §§ 4151-57) requires that buildings and facilities that were designed, built, constructed, altered, leased, or financed with Federal funds, by or on behalf of the United States, after August 12, 1968, be accessible to individuals with disabilities (IWD). The Access Board's accessibility standards are available on their website [About the ABA Standards](#).

DAF facilities and physical infrastructure are required to be accessible to IWD, in accordance with the ABA standards. MAJCOM and Installation DPMs will ensure compliance with ABA standards, will investigate claims and coordinate remedy for non-compliance with the appropriate offices.

- If you encounter a facilities or physical infrastructure accessibility concern, please send an email with details to [SAF.ODI.Workflow@us.af.mil](mailto:SAF.ODI.Workflow@us.af.mil), with the address or building number or subject area with details identifying the accessibility concerns. Include your contact information, and a description of the specific accessibility concern. Include “Facility Accessibility” in the subject line.
- If the alleged violation is related to your employment, you may file an EEO complaint. You must contact your servicing Equal Opportunity (EO) office within 45 calendar days of the alleged violation or within 45 calendar days of you becoming aware of the violation.
- Additional information on how to file an ABA complaint through the U.S. Access Board can be found on the [Access Board Enforcement page](#).

## **Rehabilitation Act of 1973, as amended (“Section 508”) (29 U.S.C. Section 794d)**

### **Information and Communication Technology Accessibility**

In accordance with Section 508 of the Rehabilitation Act of 1973, as amended (“Section 508”) (29 U.S.C. Section 794d), DAF is responsible for ensuring electronic and information technology is accessible to IWD. Section 508 requires all electronic and information technology (also referred to as information and communication technology or ICT) that is developed, procured, maintained, or used by federal agencies to be accessible to IWD. Examples of ICT include web sites, telephones, multimedia devices, and copiers. Access available to IWD must be comparable to access available to others. Section 508 standards are the technical requirements and criteria used to measure conformity with the law and are developed and maintained by the United States Access Board. Further information about the Access Board’s standards and Section 508 generally may be found on the [Section 508 website](#).

### **Reporting Accessibility Issues or Filing Accessibility Information and Communication Technology and Assistive Technology (Section 508) Complaints**

- If you encounter an ICT accessibility issue, would like assistance or would like to file a complaint, please contact your local DPM or DAF 508 coordinator at [DAF.Section.508@us.af.mil](mailto:DAF.Section.508@us.af.mil). Include your contact information, and a description of the specific accessibility concern.
- If you wish to file a 508 complaint, this must be accomplished within 45 calendar days of the alleged violation or within 45 calendar days of you becoming aware of the violation.

- To file a complaint regarding another agency's ICT, contact that agency's Section 508 Coordinator. Contact information for Section 508 Coordinators may be found on the [Section 508 Coordinator Listing page](#).
- If you wish to file a complaint with DoD, complete and submit the [Chief Information Officer Section 508 Form](#).
- Additional information on accessibility of electronic and information technologies is available from the [Department of Defense Chief Information Officer Accessibility Statement page](#).