

VOLUNTARY SELF-IDENTIFICATION FORM

St. Joseph Center is an equal opportunity and affirmative action employer. St. Joseph Center is committed to providing equal employment opportunities to all applicants and employees without regard to race, color, religion, sex, national origin, disability, or status as a protected veteran.

As a federal contractor, St. Joseph Center is subject to certain governmental recordkeeping and reporting requirements. In order to assist St. Joseph Center in complying with these laws, St. Joseph Center invites all applicants for employment and all employees to voluntarily self-identify their gender, race, ethnicity, and veteran status.

Submission of this information is voluntary and refusal to self-identify will not subject applicants/employees to any adverse treatment. Similarly, applicants/employees who do self-identify will not be subject to any adverse treatment based on the information they provide. The decision to self-identify may be made at any time.

Any information provided on this self identification form will be kept confidential and will only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government. When reported, data will not identify any specific individual. This data is for government reporting only and will be kept in a **Confidential File** separate from employee personnel files.

Anti-Discrimination Notice: Consistent with its policies, St. Joseph Center will not refuse to hire, discharge, or otherwise discriminate against any individual with respect to that individual's terms and conditions of employment because of such individual's gender, sex, race, color, national origin, or veteran status.

(Please Print)

Date: _____

Position: _____

Please answer the following questions:

What is your gender? **Male** **Female**

What is your race/ethnicity? You may mark **only one** of the following boxes.

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

- White (Not Hispanic or Latino)** – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

- Black or African American (Not Hispanic or Latino)**– A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino)** – 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, Indian, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian/Alaskan Native (Not Hispanic or Latino)** – 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.
- Two or More Races (Not Hispanic or Latino)** – All persons who identify with more than one of the above five races.

Are you a Veteran?

I am not a Veteran

I am a Veteran

If you are a Veteran, please select one or more of the categories below that apply to you:

Vietnam Era Veteran: A veteran who:

(1) Served on active duty in the U.S. military, ground, naval, or air service for a period of more than 180 days, and was discharged or released therefrom with other than a dishonorable discharge if any part of such active duty occurred: (a) in the Republic of Vietnam between February 28, 1961 and May 7, 1975; or (b) between August 5, 1964 and May 7, 1975 in all other cases; or

(2) Was discharged or released from active duty for a service connected-disability if any part of such active duty was performed: (a) in the Republic of Vietnam between February 28, 1961 and May 7, 1975; or (b) between August 5, 1964 and May 7, 1975 in all other cases.

Recently Separated Veteran: A veteran who was discharged or released from active duty in the U.S. Military within the last three (3) years. Please indicate the date of discharge: _____.

Armed Forces Service Medal Veteran: A veteran who, while on active duty, participated in a U.S. military operation for which an Armed Forces served medal was awarded.

Other Protected Veteran: A veteran who served on active duty in the U.S. military ground, naval, or air service during war or in a campaign or expedition for which a campaign badge has been authorized under laws administered by the U.S. Department of Defense. The information required to make this determination is available at: <http://www.opm.gov/veterans/html/vgmedal2.asp> or by calling (310) 306-6752.