

REASONABLE ACCOMMODATION POLICY

In compliance with the U.S. Americans with Disabilities Act of 1990, as amended by the ADAAA of 2008, and the Illinois Human Rights Act, it is the policy of the Illinois Student Assistance Commission to reasonably accommodate the known physical or mental limitations of otherwise qualified applicants and employees with disabilities. The Illinois Student Assistance Commission recognizes the right of a qualified applicant or employee with a disability to request accommodation to ensure equal opportunity in the application process; to enable him or her to perform essential functions of a job; and to enable him or her to enjoy equal benefits and privileges of employment.

It is the responsibility of the Illinois Student Assistance Commission to provide accommodation to qualified applicants and employees with disabilities, when such accommodation does not pose an undue hardship to the operation of the agency's business.

The agency Equal Employment Opportunity Officer and the Americans with Disabilities Act Coordinator can provide further information about the agency's policy in this area.



Eric Zarnikow
Executive Director
Illinois Student Assistance Commission

8/26/06
Date

AFFIRMATIVE ACTION POLICY STATEMENT

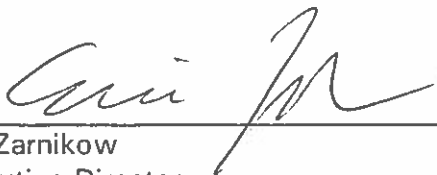
It is the policy of the Illinois Student Assistance Commission to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, national origin, ancestry, age, gender, marital status, disability, veterans' status, or any other non-permit factor including, but not limited to, sexual orientation or gender identity, and will take affirmative action to ensure that applicants are employed and employees are treated without regard to these characteristics. Furthermore, the ISAC will provide reasonable accommodation to qualified physically or mentally impaired individuals unless such an accommodation would cause the agency undue hardship. The agency is committed to undertaking affirmative action to increase the number of disabled personnel in all levels of employment.

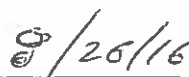
As Executive Director of the ISAC, I affirm that the above policy reflects the attitude of the Commission toward the principle of equal employment opportunity, and that it is the obligation of each director, manager and supervisor of the Commission to conduct himself or herself in conformity with the principle of equal employment opportunity at all times. All employment activities, including, but not limited to hiring, promotion, demotion, transfer, recruitment, advertising, layoff, discharge, rate of pay, the awarding of benefits, and selection for training, shall be conducted in accordance with this policy.

In furtherance of the objective of equal employment opportunity Vicki Baba, Director of Human Resources and Development, serves as Equal Employment Opportunity Officer. In this capacity, Ms. Baba is charged with directing and implementing the Commission's affirmative action program in conformity with the principle of equal employment opportunity, as well as, submitting written reports indicating the progress of the Commission in implementing its affirmative action program. Ms. Baba is also responsible for administering the Commission's affirmative action program on a day-to-day basis. Any employee or applicant for employment who believes that he or she has not been accorded treatment conforming to the policy of equal employment opportunity is urged to contact the Equal Employment Opportunity Officer.

A copy of the Illinois Human Rights Act is on file in the Human Resources and Development Division and available to any ISAC employee. Employees, in the event that they feel that they have been discriminated against, should feel free to file a complaint with the Department of Human Rights without fear of retaliation.

Finally, it should be noted that the ISAC maintains a written affirmative action program and will undertake measures to correct underutilization of protected groups.


Eric Zarnikow
Executive Director
Illinois Student Assistance Commission


Date