

VOLUNTARY SELF-IDENTIFICATION FORM

(Please answer all questions - Please Print)

Satco, Inc. is subject to certain recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, Satco, Inc. invites employees voluntarily to self-identify their race and ethnicity. Submission of this information is voluntary. Refusal to provide it will not subject you to any adverse treatment. The information will be kept confidential and will be used only in accordance with the provisions of applicable laws and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

Do not hesitate to ask for assistance if you have any difficulty completing this form.

Current Position _____ Date _____

Name (Print) _____
Last First Middle

Gender: Male _____ Female _____

Are you Hispanic or Latino? _____ Yes
_____ No

If not, what race do you consider yourself? **(Please check only one)**

- _____ American Indian or Alaska Native
- _____ Asian
- _____ Black or African American
- _____ Native Hawaiian or Other Pacific Islander
- _____ White
- _____ Two or More Races

Ethnicity

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

Race

American Indian or Alaskan Native (Not Hispanic or Latino) – A person having origins in any of the original peoples of North America and South America (including Central America), and who maintains tribal affiliation or community attachment.

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, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

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 original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

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

Two or More Races (not Hispanic or Latino) – All persons who identify with more than one of the above five races.

**INVITATION FOR INCLUSION UNDER
AFFIRMATIVE ACTION PROGRAMS FOR AN INDIVIDUAL WITH A
DISABILITY, DISABLED VETERAN, VIETNAM ERA VETERAN,
RECENTLY SEPARATED VETERANS OTHER PROTECTED VETERAN
AND ARMED FORCES SERVICE MEDAL VETERAN**

Satco, Inc. is a government contractor subject to Section 503 of the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (VEVRAA), as amended, which require Government contractors to take affirmative action to employ and advance in employment qualified individuals with disabilities, qualified disabled veterans, veterans of the Vietnam Era, recently separated veterans, other protected veterans, and Armed Forces service medal veterans. If you have a disability, or are a disabled veteran, a Vietnam Era Veteran, a recently separated veteran, other protected veteran, or Armed Forces service medal veteran, we would like to include you under our affirmative action program. If you would like to be included under the affirmative action program, please tell us. The definitions of these terms are provided on the reverse side of this form. You may inform us of your desire to benefit under the program at this time and/or any time in the future. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. 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 individuals with disabilities and disabled veterans, and regarding necessary accommodations; (ii) first aid and safety personnel may be informed, when and to the extent appropriate, if the condition might require emergency treatment; and (iii) Government officials engaged in enforcing laws administered by OFCCP or enforcing the Americans with Disabilities Act may be informed. The information provided will be used only in ways that are not inconsistent with section 503 of the Rehabilitation Act and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended.

If you have a disability or are a disabled veteran, it would assist us if you would tell us about (i) any special methods, skills, and procedures which might qualify you for positions that you might not otherwise be able to do because of your disability so that you will be considered for any positions of any kind and (ii) the accommodations which we could make which would enable you to perform the job properly and safely, including special equipment, changes in the physical layout of the job, elimination of certain duties relating to the job, provision of personal assistance services or other accommodations. This information will assist us in placing you in an appropriate position and in making accommodations for your disability.

To be included under the affirmative action program, please indicate how you would like to be identified:

- _____ Individual with a Disability
- _____ Disabled Veteran
- _____ Veteran of the Vietnam Era
- _____ Recently Separated Veteran
- _____ Other Protected Veteran
- _____ Armed Forces Service Medal Veteran

NAME _____ DATE _____

SSN _____ DATE OF HIRE _____

POSITION TITLE _____

For additional space, please use reverse side of this form.

Note 1: Individual with a Disability: Yes _____ No _____

“Individual with a Disability” means any person who (1) has a physical or mental impairment which substantially limits one or more of such person’s major life activity; (2) has a record of such impairment; or (3) is regarded as having such impairment.

Note 2: Disabled Veteran: Yes _____ No _____

“Disabled Veteran” refers to a veteran 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 Labor or was discharged or released from active duty because of a service-connected disability.

Note 3: Veteran of Vietnam Era: Yes _____ No _____

“Veteran of Vietnam Era” means a person who served on active duty 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 in the Republic of Vietnam between February 28, 1961 and May 7, 1975, or between August 5, 1964 and May 7, 1975, in all other cases. The term also refers to a person who was discharged or released from active duty for a service-connected disability if any part of such active duty was performed in the Republic of Vietnam between February 28, 1961 and March 7, 1975, or between August 5, 1964 and May 7, 1975, in all other cases.

Note 4: Recently Separated Veteran: Yes _____ No _____

“Recently Separated Veteran” refers to any veteran during the three-year period beginning on the date of such veteran’s discharge or release from active duty.

Note 5: Other Protected Veteran: Yes _____ No _____

“Other Protected Veteran” refers to a person who served on active duty during a war or in a campaign or expedition for which a campaign badge has been administered by the Department of Defense.

Note 6: Armed Forces Service Medal Veteran: Yes _____ No _____

“Armed Forces Service Medal Veteran” refers to a person who, while serving on active duty in the Armed Forces, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985 (62 FR 1209).

JOB GROUP _____ Disposition _____

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