## **Process for Requesting an Exemption from COVID-19 Vaccination**

There are limited exemptions from the COVID-19 vaccination requirement where a reasonable accommodation can be reached for an employee who is unable to receive COVID-19 vaccination due to a medical disability or who is unwilling to receive COVID-19 vaccination due to a sincerely held religious belief.

The Diversity Officer/ADA Coordinator in each agency will manage the process for the medical disability or religious accommodations exemptions pursuant to Executive Order 595. If the request for accommodation is made through the employee's supervisor/manager, the supervisor/manager should immediately refer the request to the Diversity Officer/ADA Coordinator.

Upon receipt of <u>all</u> the documentation for your medical or religious exemptions, the Diversity Officer/ADA Coordinator will engage in a good faith interactive process with you to determine whether a reasonable accommodation can be provided that will enable you to perform the essential functions of your position.