



Michael Best & Friedrich, LLP. is a Government Contractor subject to:

- **Section 503 of the Rehabilitation Act of 1973**, which requires us to take affirmative action to employ and advance in employment qualified disabled individuals, and
- **The Vietnam Era Veterans' Readjustment Assistance Act of 1974**, which requires us to take affirmative action to employ and advance in employment qualified protected veterans. Protected veterans are:
 - Recently separated veterans
 - Disabled veterans
 - Armed Forces service metal veterans
 - Active duty wartime or campaign badge veterans

If you have a disability and/or are protected veteran and want to be considered under our affirmative action programs, you can let us know at any time by completing an invitation to self-identify located in your Best Access self-service profile, or by informing Human Resources.

Completing a self-identification form is voluntary and if you decide not to complete a form or to submit a new form with different information you will not be subject to any adverse employment action.

We will keep the information you give us regarding disability confidential except that: (i) we may inform supervisors and managers regarding any restrictions on the work or duties of disabled individuals or disabled veterans, and any necessary accommodations; (ii) we may tell first aid and safety personnel, when and to the extent appropriate, if the condition might require emergency treatment; and (iii) we may be required to tell government officials investigating compliance with the Acts.

If you are an individual with a disability or a disabled veteran and need a reasonable accommodation to enable you to perform your current job or another open job for which you would like to be considered, please let us know by contacting your manager or the HR Manager for the Firm. A copy of the Firm's "reasonable accommodation" practices may be found on the intranet site under the Policies Tab, within the [Equal Employment Opportunity and Affirmative Action Policy](#) statement.

Copies of our [Disabled Individual](#) and our [Protected Veterans](#) Affirmative Action Plans are available for inspection during regular business hours in the Human Resources Department. If you work remotely, please contact Andie Gebert (CTO) or Ashley Ortieb (Human Resources) to arrange for the opportunity to review the AAPs.