

Invitation to Self-Identify as a Person with a Disability



BU has recently launched a new section on the [MyBUWorks](#) portal to more easily enter self-identification information. This information is collected and stored securely as required by federal law. In conformance with federal regulations, Boston University collects and maintains ethnicity and race information and veteran and disability status on all of its employees. This data is collected from the employee upon hire during the onboarding process at Human Resources. It is used only in the aggregate to create the Affirmative Action Plan. Individual employee data is never released.

Boston University provides equal employment opportunity to qualified persons with disabilities. As a federal contractor, we are also required to measure our progress toward having at least 7% of our workforce be individuals with disabilities. To do this, we must ask all employees if they have a disability or have ever had a disability. Because a person may become disabled at any time, we ask all of our employees to update their information at least every five years. The new section in the MyBUWorks portal will make self-identification much easier. Identifying yourself as an individual with a disability is voluntary, and we hope that you will choose to do so. Your answer will be maintained confidentially and not be seen by hiring officials or anyone else involved in making personnel decisions. Self-identifying a disability will not negatively impact you in any way.

For more information about the equal employment obligations of BU and other federal contractors under Section 503 of the Rehabilitation Act, please visit the US Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp.