

West Point Tours inc.

Motor Coaches & School Buses

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EQUAL EMPLOYMENT OPPORTUNITY DATA FORM

To enhance the features of this form, we recommend the use of Adobe Reader. A free version is available for [Window](#) and [Mac](#)

IMPORTANT - To All Applicants: To enable us to meet government reporting regulations, **West Point Tours, Inc.** requests that you complete this personal data form. Information will be used solely for government reporting purposes and will be detached and kept separate from your personnel file. Any information that you choose to provide will not be considered by West Point Tours, Inc. for employment purposes and will be treated as personal and confidential. Your voluntary cooperation will be appreciated.

Name _____

Position _____

Date _____ Male _____ Female _____

RACE/ETHNIC CATEGORY

If any of these definitions apply to you, please check off the appropriate box(es).

- ☐ **Hispanic or Latino** - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- ☐ **White (Not Hispanic or Latino)** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- ☐ **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.
- ☐ **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.
- ☐ **American Indian or Alaska Native (Not Hispanic or Latino)** - A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

VETERAN'S STATUS

PRE-OFFER INVITATION TO APPLICANTS TO SELF IDENTIFY AS A PROTECTED VETERAN

West Point Tours is a federal contractor subject to the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended by the Jobs for Veterans Act of 2002, 38 U.S.C. 4212 ("VEVRAA"), which requires contractors to take affirmative action to employ and advance in employment:

- (1) **Disabled veterans** defined as (a) veterans of the U.S. military, round, naval or air service who are 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 Veterans Affairs; or (b) persons who were discharged or released from active duty because of a service-connected disability;
- (2) **Recently separated veterans** defined as any veterans during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service;
- (3) **Active duty wartime or campaign badge veterans** defined as veterans who served on active duty in the U.S. military, ground, naval, or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense; and
- (4) **Armed Forces service medal veterans** defined as veterans who, while serving on active duty in the U.S. military, ground, a naval, or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

If you believe you belong to any of the categories of protected veterans listed above, please indicate by checking the appropriate box below. As a government contractor subject to VEVRAA, we request this information in order to measure the effectiveness of the outreach and positive recruitment efforts we undertake pursuant to VEVRAA. This information is being requested on a voluntary basis and will be kept confidential, consistent with applicable law. Refusal to provide the requested information will not subject you to any adverse treatment. If provided, this information will not be used in a manner inconsistent with VEVRAA.

Name: _____ Date: _____

- ☐ I IDENTIFY AS ONE OR MORE OF THE CLASSIFICATIONS OF PROTECTED VETERAN LISTED ABOVE.
- ☐ I AM NOT A PROTECTED VETERAN.
- ☐ I CHOOSE NOT TO SELF-IDENTIFY.

REFERRAL SOURCE

- ☐ Advertisement in _____
- ☐ Employee Referral _____
- ☐ Unsolicited Resume
- ☐ Government Agency
- ☐ College Recruitment
- ☐ Walk In
- ☐ Open House
- ☐ Other: _____