

## **NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT**

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), the **New York State Department of State** will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

***Employment:*** **New York State Department of State** does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

***Effective Communication:*** **New York State Department of State** will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in **New York State Department of State's** programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

***Modifications to Policies and Procedures:*** **New York State Department of State** will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in **New York State Department of State** offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of **New York State Department of State**, should contact the office of **Kenneth Emhardt, DRA, One Commerce Plaza, 99 Washington Ave., Suite 1150, Albany, NY 12231, Phone (518) 474-2752** as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the **New York State Department of State** to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of **New York State Department of State** is not accessible to persons with disabilities should be directed to **Kenneth Emhardt, DRA, One Commerce Plaza, 99 Washington Ave., Suite 1150, Albany, NY 12231, Phone (518) 474-2752**.

**New York State Department of State** will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.