



UCI RELIGIOUS ACCOMMODATION REQUEST FORM

Employee Request for Religious Accommodation

The President of the University of California has concluded that during the SARS-CoV-2 pandemic, "critical steps must be taken to reduce the likelihood of severe disease among students, faculty and staff, particularly those on campus, and in turn to reduce the likelihood that our health systems will be overwhelmed." On July 31, 2020, the University issued an **Executive Order** to be effective through the 2020-2021 flu season that "all students, faculty, and staff living, learning, or working at any UC location must receive a flu vaccine" by October 31, 2020.

The University is an equal opportunity/affirmative action employer that prohibits discrimination against employees and applicants for employment based on religion and provides reasonable accommodation for individuals' sincerely held religious beliefs, unless providing a reasonable accommodation would result in undue hardship to the University. Employees may use this form to request a religious accommodation.

Employee Name: _____ **Job Title:** _____

Employee ID Number: _____ **Department:** _____

Contact Telephone: _____ **Supervisor:** _____

Work Email Address: _____

I am requesting a religious accommodation to the requirement to receive a flu vaccine.

Work Location (choose one):

I am currently working remotely and will not access any UC facility at any time.

I am working on-site or will access a UC facility at any time (even one time).

Please complete the following (you may attach additional information as needed):

Identify the sincerely held religious belief, observance or practice that prevents you from receiving the flu vaccine (this includes moral or ethical beliefs as to what is right and wrong which are sincerely held with the strength of traditional religious views (**29 C.F.R. §1605.1**), but it does not include "social, political, or economic philosophies" or personal preferences (**U.S. Equal Emp't Opportunity Comm'n, Questions and Answers: Religious Discrimination in the Workplace, Question 1 (Jan. 31, 2011); U.S. Equal Emp't Opportunity Comm'n, Compliance Manual, Section 12: Religious Discrimination, at 12-I (Coverage) (July 22, 2008)**):

- Explain how receiving the flu vaccine conflicts with or violates your sincerely held religious belief, observance or practice:

- Describe the accommodation you are requesting (an accommodation must enable you to meet the required/essential functions of your job and must not impose an undue burden, which includes compromising workplace safety, on the University (<https://www.eeoc.gov/religious-discrimination>):

In some cases, the University will need to obtain additional information and/or documentation about your religious belief(s), observance(s) or practice(s). We may need to discuss the nature of your religious accommodation with your religion's spiritual leader (if applicable) or religious scholars to address your request for an exception. If requested, can you provide documentation to support your belief(s), observance(s) or practice(s) and need for an accommodation?

Yes No Please explain why: _____

Please sign and date the request after reading the acknowledgement below.

I verify that the above information is complete and accurate to the best of my knowledge, and I understand that any intentional misrepresentation contained in this request may result in disciplinary action. I also understand that the University may not grant my request if it is not reasonable or if it creates an undue burden on the University.

Signature: _____ Date: _____

It is unlawful to retaliate against a person for requesting a reasonable accommodation based on religion, regardless of whether the University grants the request. **Please submit this form and any additional information to the Employee Experience Center at EEC@uci.edu.**