



City of Portland
Confidential Employee Information

**Protected Veteran, Gender, Ethnicity & Race
Self-Identification Form**

Do Not File

(Please destroy following data entry into SAP)

Name: _____

1. Veterans Status

The City of Portland is subject to VEVRAA and required to take affirmative action to employ and advance in employment qualified protected veterans. The City of Portland invites employees to self-identify their status as protected veterans. Submittal of this information is strictly voluntary and will be kept confidential, consistent with applicable regulations.

You are a “protected Veteran” under Vietnam Era Veterans’ Readjustment Assistance Act of 1974, as amended by the Jobs for Veterans Act of 2002, 38 U.S.C. 4212 (VEVRAA), if you belong to one or more of the categories of veterans described below. [\(Click here to find out if you are a Protected Veteran\)](#)

Section 1: Protected Veteran (PV) Classification

Discharge Date: _____

I belong to the following classifications of Protected Veterans

You MUST choose at least one, or all that apply to you.

- Other Protected Veteran** (*New Label: Active Duty Wartime or Campaign Badge Veteran*)
A veteran 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. (See Vet Guide Appendix A: Wars, Campaigns, and Expeditions of the Armed Forces since WWII which Qualify for Veterans’ Preference <http://www.opm.gov/policy-data-oversight/veterans-services/vet-guide/>)
- Recently Separated Veteran**
A veteran separated during the three-year period beginning on the date of the veteran’s discharge or release from active duty in the U.S. military, ground, naval or air service.
- Armed Forces Service Medal Veteran**
A Veteran who, while serving on active duty in the U.S. military, ground, 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](#).
- Disabled Veteran** is one of the following:
- A Veteran of the U.S. military, ground, naval, or air service who is 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**
 - A person who was discharged or released from active duty because of a service-connected disability.

Section 2: Veteran Status

- Not a Protected Veteran**
- Prefers Not to Answer**
- Non Veteran**

The City is subject to governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, the City invites employees to voluntarily self-identify their gender, ethnicity and race. Submittal of this information is strictly voluntary and will be kept confidential. When reported, data will not identify any specific individual. The federal government (EEOC) strongly recommends **self-identification** of gender, race and ethnicity. *If you choose not to self-identify your gender, ethnicity or race, EEOC allows the City to classify employees based on visual observation.*

Basic Personal Data

2. **Gender** Male Female

Additional Personal Data in SAP

3. **Ethnic Origin** (Select only *one*)

- White/Not Hispanic Origin Hispanic American Indian/Alaska Native
 Black/Not Hispanic Origin Asian or Pacific Islander

4. **Ethnicity (New)** (Select only *one*)

- Hispanic or Latino**—A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin, **regardless of race**.
 Not Hispanic or Latino

5. **Race Data** (If **not Hispanic/Latino**, select one of the racial categories below corresponding to the category with which you identify.)

- American Indian or Alaska Native (Not Hispanic/Latino)**—A person having origins in any of the original peoples of North or South America (including Central America) and who maintains tribal affiliation or community attachment.
- Asian (Not Hispanic/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.
- Black or African American (Not Hispanic/Latino)**—A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic/Latino)**—A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White or European American (Not Hispanic/Latino)**—A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- Two or More Races (Not Hispanic/Latino)**—All persons who identify with more than one of the above five races. **(Optional: You may specify the racial categories that best apply to you.)**