

Memo

Date: 10/14/2021

From: Ivan Cuevas, Sr. HR Business Partner

CC: Confidential Medical File

Subject: Reasonable Accommodation Unavailable for Religious Exemption

SDOT was informed that you have a sincerely held religious belief or practice which exempts you from the City of Seattle's mandatory vaccination requirement, effective October 18, 2021. On **9/27/2021**, **SDOT** received notice of your approved exemption and acknowledged your request for accommodation.

Your request was evaluated, and an individualized interactive process was undertaken to identify a reasonable accommodation that does not result in an undue hardship. For employees with religious exemptions, an undue hardship is one that involves more than a *de minimis* cost or burden on operations, such as accommodations that infringe on other employees' job rights or benefits, compromise workplace safety, decrease workplace efficiency or productivity, or require other employees to do more than their share of potentially hazardous or burdensome work.

After considering a number of factors including, but not limited to: the frequency, proximity, and duration of contact your position typically has with other employees, customers, the public, business partners and others; the type of work environment; the available ventilation; and the space available for social distancing; and the risk of other people in the setting who will have contact or may have contact with you and what protective measures can reasonably and consistently be put in place to create a safe work environment for you and the people you will be around, **SDOT** is unable to identify a reasonable accommodation for you at this time.

Frequent unavoidable or unpredictable interaction with members of the public and City employees.

If you have questions or would like to propose a reasonable accommodation that does not result in undue hardship, please contact **Ivan Cuevas** at **206-445-9874** or **ivan.cuevas@seattle.gov** within three (3) business days.

If you decide to comply with the vaccine requirement, you must submit acceptable proof of your first dose of the COVID-19 vaccine to the City **within two weeks from the date of this memorandum**. You must submit acceptable proof of your second COVID-19 vaccine dose (if applicable) **within eight weeks after the date of this memorandum**. If you wish to pursue this option, you may be required to use your own qualified paid or unpaid leave while you are going through the eight-week process to become fully vaccinated.

If you choose not to comply with the vaccine requirement, following October 18, 2021, you will be required to use your qualified paid or unpaid leave while awaiting next steps.

Prepared By:

Ivan Cuevas
Sr. HR Business Partner

10/14/2021



Seattle

Approved by:

Adiam Emery

Adiam Emery (Oct 14, 2021 11:58 PDT)

10/14/2021

Director

Date