

## MISSOURI DEPARTMENT OF COMMERCE AND INSURANCE

### 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 Missouri Department of Commerce and Insurance will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

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

**Effective Communication:** The Missouri Department of Commerce and Insurance will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Missouri Department of Commerce and Insurance'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:** The Missouri Department of Commerce and Insurance 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 Missouri Department of Commerce and Insurance 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 Missouri Department of Commerce and Insurance, should contact *Human Resources at 573-526-4433, 301 W. High Street, Room 530, Jefferson City, MO 65101*, as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Missouri Department of Commerce and Insurance 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 the Missouri Department of Commerce and Insurance is not accessible to persons with disabilities should be

directed to *Human Resources at 573-526-4433, 301 W. High Street, Room 530, Jefferson City, MO 65101.*

The Missouri Department of Commerce and Insurance 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.