

# Equal Employment Opportunity (EEO-1) Employee Self-Identification Form

The Equal Employment Opportunity Commission (EEOC) requires organizations with 100 or more employees to complete an EEO-1 report each year. Your employer invites you to self-identify gender and race/ ethnicity. Completion of this data is **VOLUNTARY** and will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for EEO-1 reporting purposes only and will be kept separate from all other personnel records only accessed by Human Resources.

Print Name: \_\_\_\_\_ Job Title: \_\_\_\_\_

What is your Gender?                      Male \_\_\_\_\_      Female \_\_\_\_\_      I choose not to self-identify \_\_\_\_\_

PLEASE ANSWER THE FOLLOWING QUESTIONS:

What is your race/ethnicity? Please mark the box that describes the race/ethnicity category with which you primarily identify.

\_\_\_\_\_ Hispanic or Latino: a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

\_\_\_\_\_ White (Not Hispanic or Latino): a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

\_\_\_\_\_ Black or African American (Not Hispanic or Latino): a person having origins in any of the black racial groups of Africa.

\_\_\_\_\_ Asian (Not Hispanic or 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.

\_\_\_\_\_ Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino):: a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

\_\_\_\_\_ American Indian or Alaska Native (Not Hispanic or Latino):: a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

\_\_\_\_\_ Two or More Races (Not Hispanic or Latino): a person who primarily identifies with two or more of the above race/ethnicity categories.

\_\_\_\_\_ I do not wish to disclose.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Refusal to complete this form will not subject you to any adverse treatment.** This form will be used for governmental reporting purposes only. If we have not received your completed form, the Company will interpret that to mean you have declined self-identification and will be required to obtain the necessary information from visual identification and/ or other available information.