

State of Vermont Equal Employment Opportunity Employee Data Form

The State of Vermont is subject to governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, we invite employees to voluntarily self-identify their race and ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information will be kept confidential and will only be used in accordance with applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights information. Where reported, data will not identify any specific individual.

**Please return this form to your Agency/Department Personnel Officer ASAP.
This form should NOT be returned to your immediate supervisor.**

PRINT EMPLOYEE NAME: Last _____ First _____ MI _____

GENDER:

Female

Male

EMPLOYEE ID: (Dept. PO provides this info.)

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DATE OF BIRTH:

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Month

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Day

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Year

ETHNIC GROUP:

AMERICAN INDIAN OR ALASKAN NATIVE – 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.

ASIAN – 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 Island, Thailand and Vietnam.

BLACK OR AFRICAN AMERICAN – A person having origins in any of the black racial groups of Africa. Does not include people of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins.

HISPANIC OR LATINO – A person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race. Does not include people of Portuguese culture or origin.

NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islander.

WHITE – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. Does not include people of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins.

IMPORTANT INFORMATION FOR PERSONNEL OFFICERS: After entering the pertinent data into HCM, THIS FORM MUST BE DESTROYED. DO NOT place a copy in the employee's personnel file!