



DEPARTMENT OF THE TREASURY

WASHINGTON, D.C.

INSPECTOR GENERAL
FOR TAX
ADMINISTRATION

October 6, 2023

TIGTA #24-04
MEMORANDUM FOR ALL TIGTA EMPLOYEES

FROM: Heather Hill
Acting Inspector General

SUBJECT: Reasonable Accommodation Policy Statement

The Treasury Inspector General for Tax Administration (TIGTA) is committed to providing reasonable accommodations to its employees and applicants for employment to ensure that qualified individuals have full access to equal employment opportunity. TIGTA fully complies with all requirements of the Civil Rights Act of 1964 and Rehabilitation Act of 1973, as amended. Under the law, Federal agencies must provide reasonable accommodations to qualified employees or applicants, unless to do so would cause undue hardship. By providing reasonable accommodations, TIGTA creates access to the application and hiring process, creates access to the workplace, allows for performance of essential job functions, and ensures that employees receive the benefits and privileges of employment equal to those enjoyed by similarly situated employees who do not require accommodation.

On December 29, 2022, President Biden signed [the Pregnant Workers Fairness Act](#) (PWFA). The PWFA requires employers to provide reasonable accommodations to qualified employees' and applicants' known limitations related to pregnancy, childbirth, or related medical conditions, absent undue hardship. Employees and applicants seeking accommodations under PWFA should use TIGTA's accommodation process.

TIGTA processes requests for reasonable accommodation where appropriate, and provides reasonable accommodations in a prompt, fair, and efficient manner. Individuals may request a reasonable accommodation even if they have not previously disclosed the need for accommodation. TIGTA employees or applicants may consult with the TIGTA Equal Employment Opportunity (EEO) Office for further information or assistance with requesting or processing requests for reasonable accommodations.

TIGTA's EEO Office provides information pertaining to EEO, anti-harassment, diversity, equity, inclusion, and accessibility (DEIA) for managers and employees. For questions regarding the reasonable accommodation process, contact the EEO Office at [*TIGTA EEO Requests](#) or visit the EEO Office [SharePoint site](#).