



## ***BURNEY FIRE PROTECTION DISTRICT***

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# **EQUAL OPPORTUNITY NOTICE**

Burney Fire Protection District is committed to providing individuals with disabilities an equal opportunity to participate in and benefit from Burney Fire Protection District's programs, activities, and services. Individuals may request reasonable accommodations from Burney Fire Protection District that they believe will enable them to have such equal opportunity to participate in our programs, activities, and services.

To request reasonable accommodations, contact:

Fire Chief  
Burney Fire Protection District  
37072 Main Street  
Burney, CA 96013  
(530) 335-2212  
C17@burneyfireems.org  
www.burneyfire.org

### **FREQUENTLY ASKED QUESTIONS (FAQ)**

The following FAQ provides information on requesting reasonable accommodations for Burney Fire Protection District's programs and activities.

- 1. What is reasonable accommodation in Burney Fire Protection District's program?** A reasonable accommodation is a change or modification to afford a qualified individual with a disability full enjoyment of Burney Fire Protection District's programs or activities, unless modifications of policies, practices, and procedures would fundamentally alter the nature of the program, service, or activity, or result in undue financial and administrative burdens to Burney Fire Protection District.
- 2. How do I request reasonable accommodation?** If you need reasonable accommodation, please contact the above-named individual.
- 3. Does my request for reasonable accommodation need to be in writing?** No, you do not need to put your request in writing, however, making a written request can be helpful documentation for ensuring that Burney Fire Protection District provides the desired accommodation. In addition, you do not need to use the specific words "reasonable accommodations" when making your request.

**4. When should I request reasonable accommodation?** You may request a reasonable accommodation from Burney Fire Protection District at any time. However, making the request in advance of a meeting, conference call, or visit will help ensure that Burney Fire Protection District is able to fulfill the request for an accommodation. For certain requests, such as requests for sign language interpretation, Burney Fire Protection District requests at least two week's advance notice.

**5. May someone request reasonable accommodation on my behalf?** Yes, anyone can request reasonable accommodation on behalf of an individual with a disability who seeks to interact with Burney Fire Protection District staff or participate in its programs or activities.

**6. What will Burney Fire Protection District do upon receiving my request for reasonable accommodation?** Burney Fire Protection District may contact you to obtain more information about your request and to better understand your needs. In addition, Burney Fire Protection District may review your request to determine:

- Whether the requested accommodation will be effective in allowing you to participate in the activity or program in which you are seeking participation.
- Whether the requested accommodation is reasonable, or an equally effective alternative to the requested accommodation is available; and
- Whether providing you with the requested accommodation would fundamentally alter the nature of Burney Fire Protection District's program or impose undue financial or administrative burdens on Burney Fire Protection District.

In addition, in some cases, Burney Fire Protection District may consult with you in an interactive process to determine on a case-by-case basis what accommodations can be made. If Burney Fire Protection District determines that your requested accommodation would fundamentally alter the nature of the program or impose an undue financial or administrative burden, Burney Fire Protection District may deny your request. However, in the unlikely event that this occurs, Burney Fire Protection District will work with you to identify an alternative accommodation that allows you to effectively participate in Burney Fire Protection District's program, activity, or service.

**7. May Burney Fire Protection District request medical documentation from you after receiving your request for reasonable accommodation?** No, Burney Fire Protection District may not request medical documentation after receiving your request for a reasonable accommodation. Burney Fire Protection District's questions will be limited to understanding the barrier to your ability to participate in the program or activity in which you are interested and the nature of an accommodation that will remove this barrier.

**8. May Burney Fire Protection District charge you the cost of providing reasonable accommodation?** No, you are not responsible for the cost of an auxiliary aid or service Burney Fire Protection District provides to you.

**9. What are some examples of reasonable accommodations?** There are many types of reasonable accommodations. Some examples of how Burney Fire Protection District provides reasonable accommodations include:

- Arranging for qualified sign language interpreters
- Providing on-site captioning
- Producing alternate formats of print materials in braille, large print, or in an electronic format
- Providing remote conference captioning services
- Furnishing a temporary ramp to access the dais or other areas with one or more stairs to ensure accessibility for individuals who have physical disabilities and may be using a wheelchair or walker.