



Capital One is an equal opportunity employer and is subject to government Equal Employment Opportunity (EEO) recordkeeping, reporting, and other legal requirements. To comply with these requirements, we invite you to voluntarily complete the gender, race and ethnicity information.

Capital One is a Federal Government contractor subject to Section 4212 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (Section 4212) and Section 503 of the Rehabilitation Act of 1973, as amended (Section 503), which requires Federal Government contractors to take affirmative action to employ and advance in employment qualified individuals with disabilities and protected veterans, and to make reasonable accommodations to enable those individuals to perform the essential functions of the job they seek or hold.

Invitations to self-identify Protected Veteran or Disability status are made pursuant to this policy and the affirmative action obligations required by Section 4212 (Protected Veteran) and Section 503 (Disability). The information you submit will be kept confidential, except that (i) supervisors and managers may be informed regarding restrictions on the work or duties of disabled veterans, and regarding necessary accommodations; (ii) first aid and safety personnel may be informed, when and to the extent appropriate, if you have a condition that might require emergency treatment; and (iii) government officials engaged in enforcing laws administered by the Office of Federal Contract Compliance Programs, or enforcing the Americans with Disabilities Act, may be informed.

Our affirmative action policy prohibits discrimination on the basis of sex, race, color, age, national origin, religion, disability, genetic information, marital status, sexual orientation, gender identity/assignment, citizenship, pregnancy or maternity, protected veteran status, or any other status prohibited by applicable national, federal, state or local law. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment nor will any of this information be used for employment decisions.

### **PROTECTED VETERAN CATEGORIES AND DEFINITIONS**

Pursuant to our affirmative action obligations required by Section 4212, please indicate whether you identify as a Protected Veteran (see definitions below).

**Active Duty Wartime or Campaign Badge Veteran:** a veteran who served on active duty in the U.S. military, ground, naval or air service during a "period of war" as defined below, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense. "Period of war" is defined for these purposes by the Department of Labor as: June 27, 1950 – January 31, 1955 (Korean Conflict); February 28, 1961 – May 7, 1975 (for veterans serving in the Republic of Vietnam); August 5, 1964 – May 7, 1975 (for all other veterans who served during the Vietnam conflict); and August 2, 1990 – present (Persian Gulf War). Information on the wars, campaigns, or expeditions for which a campaign badge has been authorized may be found on the U.S. Office of Personnel Management website.

**Armed Forces Service Medal Veteran:** a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

**Disabled Veteran:** (i) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or (ii) a person who was discharged or released from active duty because of a service-connected disability.

**Recently Separated Veteran:** any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service.