



WARNING

In accordance with National Defence Security Policy, the form **DND 2983-E - Request for Religious or Spiritual Accommodation** is designated **"Protected B"** information once completed.

Completed "Protected B" forms **MUST NOT BE SAVED UNENCRYPTED** on any network and workstation drive or storage media. "Protected B" forms, when completed, **MUST BE ENCRYPTED USING THE DND ISSUED PKI SMARTCARD**. Failure to respect this requirement will result in a breach of security and sanctions shall be applied in accordance with the policy.

Part 2 (To be completed by an appropriate approval authority. Non-applicable paragraph to be deleted)

The following decision is effective on signature by the approval authority, or designated recruiting authority, and shall last for the duration specified for each, or until the member or applicant is otherwise notified by his or her chain of command. Should any aspect of the situation change, a new request for religious/spiritual accommodation shall be submitted.

The request for religious or spiritual accommodation in Part 1 is approved. This approval is subject to the following terms and conditions, in order to permit the CAF member, or applicant, to engage in the requested religious or spiritual practices or observances:

Spiritual practices or observances	Duration

OR

The request for religious or spiritual accommodation in Part 1 is denied. All potential methods of accommodation were considered and ultimately could not be implemented because they would constitute undue hardship, or they would cause the CAF member or applicant to not meet, or not be capable of meeting, DAOD 5023-1, Minimum Operations Standards Relating to Universality of Service. Most notably, the following potential accommodations were considered and rejected for the following reasons:

Signature of the Approval Authority or Designated Recruiting Authority

Date

Part 3 (To be completed by CAF member or applicant)

I have read the decision of the Approving Authority with regard to my request for religious or spiritual accommodation. I am aware that this decision is subject to the terms and conditions in Part 2 and may be revoked should operational requirements dictate or circumstances change. I am aware that CAF members have the right to seek redress of the decision in accordance with QR&O 7.01, Right to Grieve, if they so choose.

_____ Signature of CAF member or Applicant	_____ Date
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Distribution

- URS / Personnel Records or Recruiting Documentation File
- NDHQ / Area HQ or equivalent
- NDHQ / DHRD
- CAF Member or Applicant

Note - This form shall be reproduced locally.