

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY STATEMENT

It is the policy of Bluff City Construction LLC to afford employment opportunities regardless of race, color, religion, age, national origin gender, marital status, military status, sexual orientation, disability, or any other legally protected basis. This policy of equal employment opportunity applies to all aspects of the employment relationship.

Bluff City Construction LLC, is committed to assuring that:

- All recruiting, hiring, training, promotion, compensation, benefits, and other employment-related programs are provided to all persons on an equal opportunity basis without regard to race, color, religion, sex, sexual orientation, gender identity, age, national origin, creed, disability, veteran status or any other characteristic protected by state or federal law;
- All personnel actions such as demotions, transfers, leaves of absence and other forms of leave, layoffs, recalls, training, and participation in social and recreational programs are administered without regard to race, color, religion, sex, sexual orientation, gender identity, age, national origin, creed, disability, veteran status or any other characteristic protected by state or federal law;
- All employment decisions are based only on valid job requirements;
- The company will take affirmative action in regard to the employment of applicants and employees.

Applicants and employees shall not be subject to harassment, intimidation, threats, coercion or discrimination because they have engaged in any of the following activities: filing a complaint with any state or federal anti-discrimination agency; assisting or participating in any investigation, compliance evaluation, hearing, or other activity related to the administration of the provisions of any state or federal affirmative action or equal opportunity law; opposing any act or practice made unlawful by the provisions of any state or federal affirmative action or equal opportunity law; or exercising any right protected by any state or federal affirmative action or equal opportunity law. Among the affirmative action laws noted here are Executive Order 11246, the Vietnam Era Veterans Readjustment Assistance Act, and Section 503 of the Rehabilitation Act of 1973.

Robin Kamradt – Human Resources Manager serves as the Equal Opportunity Coordinator for the company and has the responsibility for monitoring the organization's equal opportunity and affirmative action practices. Division heads are responsible for assuring full compliance with this policy in their

respective areas. All employees are responsible for supporting the concepts of equal opportunity and affirmative action and for assisting the company in meeting its objectives in these areas. As President of Bluff City Construction LLC, I completely support this affirmative action policy and the company's commitment to equal opportunity.