

## **AFFIRMATIVE ACTION / EQUAL EMPLOYMENT OPPORTUNITY STATEMENT**

It is a policy of Excel Engineering, Inc, to provide equal employment opportunity to all individuals regardless of race, color, creed, religion, sex (except where sex is a bona fide occupational qualification), national origin, age, disability, sexual orientation, veteran status, or another characteristic protected by federal, state, and/or local law.

Excel Engineering, Inc. is committed to:

- Recruiting, hiring, training, promotion, and compensation programs are granted fairly to all persons on an equal opportunity without regard to any legally protected characteristic
- Making employment decisions based on the principles of equal opportunity and affirmative action. All personnel actions such as compensation, benefits, transfers, promotions, hiring, termination, training, social and recreational programs are administered without regard to any legally protected characteristic.

Excel Engineering, Inc. believes in and practices equal opportunity and affirmative action. Lauren, the company's Human Resources Assistant, serves as the company's Equal Opportunity Officer and has overall responsibility for assuring compliance with this policy. All employees are responsible for supporting the concepts of equal opportunity and affirmative action, and assisting with meeting its goal. Also, it is the company's policy to ensure and maintain a working environment free of harassment, intimidation, and coercion.

Excel Engineering, Inc. maintains affirmative action plans for women, minorities, disabled persons, and veterans. Any questions regarding these plans or the company's equal opportunity policy should be directed to Lauren Wochos in Human Resources. If you wish to view these plans, contact Lauren directly.



Jeff Quast  
President



Lauren Wochos  
Human Resources Assistant