

## **Equal Employment Opportunity:**

It is the policy of Web-Co that an individual's race, color, religion, sex, disability, age, or national origin are not and will not be considered in any personnel or management decisions. We affirm our commitment to these fundamental policies. All recruiting, hiring, training, and promoting for all job classifications is done without regard to race, color, religion, sex, disability, or age. All decisions on employment are made to abide by the principle of equal employment.

All promotion decisions will continue to be made in accordance with equal employment opportunity principles and only valid job requirements will be used. All other personnel actions such as compensation, benefits, transfers, layoffs, and return from layoffs, will be administered without regard to race, color, religion, sex, age, disability, or national origin, except when there is a *bona fide* occupational qualification.

Any employee of Web-Co, whether supervisory or non-supervisory, who practices discrimination will be subject to disciplinary action. If employees believe that an incident of discrimination has occurred that is offensive or objectionable, that causes discomfort or humiliation, or that creates a hostile environment, or that interferes with job performance or advancement opportunities, they are urged to bring the matter to the attention of any supervisor or the Human Resources Director (also, see: <http://www.eeoc.gov/>).