

EQUAL EMPLOYMENT OPPORTUNITY POLICY

41 CFR Section 60-300.44(a), 41 CFR Section 60-741.44(a)

It is the policy at SoundOff Signal to provide equal employment and advancement opportunities to all qualified individuals. To achieve this goal, SoundOff Signal is dedicated to taking affirmative action to employ and advance in employment protected veterans and individuals with disabilities. All personnel actions, including compensation, benefits, recruitment, hiring, training, and promotion of persons in all job titles, are administered without regard to protected veteran or disability status, and all employment decisions are based solely on valid job requirements. In addition, employees and applicants are protected from harassment, threats, coercion, intimidation, or discrimination for:

- 1) Filing a complaint;
- 2) Assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of Section 4212, Section 503, or any other Federal, State, or local law requiring equal opportunity for protected veteran or individuals with disabilities;
- 3) Opposing any act or practice made unlawful by Section 4212, Section 503, or any other Federal, State or local law requiring equal opportunity for protected veterans and individuals with disabilities; or
- 4) Exercising any other right protected by Section 4212, Section 503.

This EEO policy has the full support of Mark R. Litke, President & CEO, who has assigned responsibility for its implementation to Anne Jackson, SPHR - HR Manager, EEO Coordinator. SoundOff Signal has designed and implemented an audit and reporting system to monitor and maintain its compliance with the Acts.

A copy of the Equal Employment Opportunity statement that reaffirms SoundOff Signal's commitment to protected veterans and individuals with disabilities is posted in a form that is accessible and understandable to an individual with a disability.