



JOHN W. MCDUGALL COMPANY, INC. EQUAL OPPORTUNITY EMPLOYER POLICY

John W. McDougall Co., Inc. recognizes that it is essential to provide equal opportunities to all persons without discrimination. This policy sets out the organization's position on equal opportunity in all aspects of employment, including recruitment and promotion, giving guidance and encouragement to employees at all levels to act fairly and prevent discrimination on the grounds of a person's race, color, religion, sex, sexual orientation, gender, gender identity and or expression, national origin, ancestry, age, disability, marital status, or any other protected class status.

Statement of Policy

It is the policy of John W. McDougall Co., Inc. to ensure that no job applicant or employee receives less favorable treatment on the grounds of a person's race, color, religion, sex, sexual orientation, gender, gender identity and or expression, national origin, ancestry, age, disability, marital status, or any other protected class status. or is disadvantaged by conditions or requirements that cannot be shown to be justifiable. John W. McDougall Co., Inc. is committed not only to its legal obligations but also to the positive promotion of equality of opportunity in all aspects of employment.

John W. McDougall Co., Inc. recognizes that adhering to the Equal Opportunities Policy, combined with relevant employment policies and practices, maximizes the effective use of individuals in both the organization's and employees' best interests. John W. McDougall Co., Inc. recognizes the great benefits in having a diverse workforce with different backgrounds, solely employed on ability. The application of recruitment, training, and promotion policies to all individuals will be on the basis of job requirements and the individual's ability and merits. All employees of the organization will be made aware of the provisions of this policy.

Recruitment and Promotion

Advertisements for posts will give sufficiently clear and accurate information to enable potential applicants to assess their own suitability for the post. Information about vacant posts will be provided in such a manner that does not restrict its audience in terms a person's race, color, religion, sex, sexual orientation, gender, gender identity and or expression, national origin, ancestry, age, disability, marital status, or any other protected class status. Recruitment literature will not imply a preference for one group of applicants unless there is a genuine occupational qualification which limits the post to this particular group, in which case this must be clearly stated. All vacancies will be circulated internally.

All descriptions and specifications for posts will include only requirements that are necessary and justifiable for the effective performance of the job. All selection will be thorough, conducted against defined criteria and will deal only with the applicant's suitability for the job. Where it is necessary to ask questions relating to personal circumstances, these will be related purely to job requirements and asked to all candidates.

Employment

John W. McDougall Co., Inc. will not discriminate on the basis of race, color, religion, sex, sexual orientation, gender, gender identity and or expression, national origin, ancestry, age, disability, marital status, or any other protected class status in the allocation of duties between employees employed at any level with comparable job descriptions.

John W. McDougall Co., Inc. will put in place any reasonable measures and/or adjustments within the workplace for those employees who become disabled during employment or for disabled appointees. All employees will be considered solely on their merits for career development and promotion with equal opportunities for all.

Training

John W. McDougall Co., Inc. employees will be provided with appropriate training regardless of a person's race, color, religion, sex, sexual orientation, gender, gender identity and or expression, national origin, ancestry, age, disability, marital status, or any other protected class status. All employees will be encouraged to discuss their career prospects and training needs with their Shop or Field Foreman, Union Stewart, or the JWM Human Resources Department.

Grievances

John W. McDougall Co., Inc. emphasizes that discrimination is unacceptable conduct which may lead to disciplinary action under the organization's Disciplinary Procedure. Any complaints of discrimination will be pursued through the organization's EOE, Code of Conduct, and or Harassment Policies and Procedures.