

## Equal Employment Opportunity and Affirmative Action Policy

This is to reaffirm the Barr Engineering Co. policy of providing Equal Employment Opportunity (EEO) to all employees and applicants for employment in accordance with all applicable EEO/ affirmative action (AA) laws, directives and regulations of Federal, State, and local governing bodies or agencies.

1. Through its responsible managers Barr Engineering Co. recruits, hires, upgrades, trains, and promotes in all job titles without regard to race, color, creed, religion, national origin, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, familial status, ancestry, status with regard to public assistance, membership or activity in a local human rights commission, age, persons with a disability, veteran status, or any other legally protected class except where an individual's disability is a bona fide occupational qualification.
2. Managers shall ensure that all personnel actions such as compensation, benefits, personal or family leave, layoffs, returns from layoffs, Barr Engineering Co. sponsored training, educational tuition assistance, and social and recreational programs shall be administered without regard to membership in any legally protected class except where an individual's disability is a bona fide occupational qualification.
3. Managers of Barr Engineering Co. shall base employment decisions on the principles of equal employment opportunity and with the intent to further our commitment to affirmative action and equal employment. At no time will any covered employee or covered applicant for employment who exercises his/her rights pursuant to the Barr Engineering Co. AA Policy be subjected to discipline or have his/her opportunities for employment adversely affected.
4. Managers shall take affirmative action to ensure that qualified individuals in legally protected groups are introduced into the work force, are encouraged to aspire for promotion, and are considered as promotional opportunities arise. Barr Engineering Co. will evaluate the performance of management and supervisory personnel in part on their involvement in achieving affirmative action objectives.
5. Barr Engineering Co. invites any employee or any applicant for employment to review the AA Plan. Interested employees or applicants can make their request to their supervisor or to Greg Keil, Barr Engineering Co., EEO Officer. The AA Plan is available for inspection upon request during normal business hours at 4300 MarketPointe Drive, Suite 200, Minneapolis, MN 55435. Any questions should be directed to Greg Keil, EEO Officer, your supervisor, anyone in management, or me, John Lee, President/CEO.
6. Applicants and employees are encouraged to assist Barr Engineering Co. in complying with EEO/AA record keeping and reporting requirements by voluntarily self-identifying their sex, race or ethnicity, disability, and veteran status to which they belong. Providing this information is voluntary, refusal to provide the information will not result in any adverse treatment. Information Forms will be kept in a separate, confidential file and will be used only for government reporting and business staffing strategies in aggregated number format purposes.
7. Barr Engineering Co. will take affirmative action to contract with small businesses and/or businesses owned and controlled by women, minorities, and disabled persons.
8. Barr Engineering Co. fully supports incorporation of non-discrimination and AA rules and regulations into contracts.
9. Any Barr Engineering Co. employee or subcontractor who fails to comply with this policy and related statutes, directives, and regulations will be subject to disciplinary sanctions up to and including termination of employment or contract.

Barr Engineering Co. has appointed Greg Keil to manage the EEO/AA programs. He will commit the necessary time and resources, both financial and human, to achieve Barr's EEO/AA goals. His responsibilities will include monitoring all EEO activities and reporting the effectiveness of this AA Plan as required by Federal, State, and local agencies.

If any employee or applicant for employment believes he/she has been discriminated against, please contact Dan Giedd, HR Director, Barr Engineering Co., 4300 MarketPointe Drive, Suite 200, Minneapolis, MN 55435, 952-432-3586.

I will receive and review reports on the progress of the program.



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John T. Lee, President/CEO

1/1/2019

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Date