



## **A NOTICE AND INVITATION TO ALL EMPLOYEES AND APPLICANTS**

### **AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT**

Each Recology operating company has been, and will continue to be, an equal opportunity employer. To assure full implementation of this equal employment policy, we will take steps to assure that:

- Persons are recruited, hired, assigned and promoted without regard to race, national origin, religion, age, color, sex, sexual orientation, gender identity, disability, or protected veteran status, or any other characteristic protected by local, state, or federal laws, rules, or regulations.
- All other personnel actions, such as compensation, benefits, transfers, layoffs and recall from layoffs, access to training, education, tuition assistance and social recreation programs are administered without regard to race, national origin, religion, age, color, sex, sexual orientation, gender identity, disability, or protected veteran status, or any other characteristic protected by local, state, or federal laws, rules, or regulations.
- Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have: (1) filed a complaint; (2) assisted or participated in an investigation, compliance review, hearing or any other activity related to the administration of any federal, state or local law requiring equal employment opportunity; (3) opposed any act or practice made unlawful by any federal, state or local law requiring equal opportunity or (4) exercised any other right protected by federal, state or local law requiring equal opportunity.

Each operating company has appointed an EEO Coordinator to take on the responsibilities for the day to day implementation and monitoring of the Company's Affirmative Action Plan. As part of that responsibility, the EEO Coordinator will periodically analyze the Company's personnel actions and their effects to ensure compliance with our equal employment policy and administer the audit and reporting system.

Employees or applicants who have any questions about this policy, or would like to view portions of the Affirmative Action Plan, can contact their EEO Coordinator during regular business hours. Employees are reminded, they can update their disability status with the EEO Coordinator at any time. If you are unsure who your EEO Coordinator is, please contact your local Human Resources Partner.

Affirmative Action and Equal Employment Opportunity programs are fully endorsed by the Recology leadership teams. Continued assistance in supporting our objective of equal employment opportunity for all is appreciated.