



**EEO Policy Statement  
Individuals with Disabilities**

Caldwell undertakes affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level. Caldwell does not discriminate in any employment activity because of physical or mental disability, administers employment decisions without regard to disability, and ensures that all employment decisions are based only on valid job requirements. Caldwell applies this policy to all employment activities, including, but not limited to: Recruitment, advertising, and job application procedures; hiring, upgrading, promotion, award of tenure, demotion, transfer, layoff, termination, right of return from layoff, and rehiring; rates of pay or any other form of compensation and changes in compensation; job assignments, job classifications, organizational structures, position descriptions, lines of progression, and seniority lists; leaves of absence, sick leave, or any other leave; fringe benefits available by virtue of employment, whether or not administered by the contractor; selection and financial support for training, including apprenticeships, professional meetings, conferences and other related activities, and selection for leaves of absence to pursue training; activities sponsored by the contractor including social and recreational programs; and, any other term, condition, or privilege of employment.

Caldwell ensures that employees and applicants are not subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in or may engage in: (1) Filing a complaint; (2) Assisting or participating in an investigation, compliance evaluation, hearing, or any other activity related to the administration of section 503 or any other federal, state, or local law requiring equal opportunity for individuals with disabilities; (3) Opposing any act or practice made unlawful by section 503 or its implementing regulations in this part, or any other federal, state or local law requiring equal opportunity for individuals with disabilities; or (4) Exercising any other right protected by section 503 or its implementing regulations in this part.

I have assigned responsibility developing an affirmative action program and for carrying out this policy to Gina Franke, Human Resources Manager, who has my full support for achieving its goals.

Bernard S. Fineman  
President