



TO: All Caldwell Tanks Team Members
FROM: K. Ryan Harvey, Chief Executive Officer
DATE: June 2024
RE: ***Equal Employment Opportunity and Affirmative Action Statement of Policy***

Caldwell Tanks has an established Affirmative Action Program which guides the implementation of our Equal Employment Opportunity Policy.

Caldwell has a long-standing commitment to provide equal employment opportunities to all qualified persons. As an essential part of this policy, we provide Equal Employment Opportunity to all persons, including opportunities for employment, compensation, training, advancement (including upgrading, promotion, and transfers), and terminations of employment (including layoffs and recalls) for all persons, without regard to race, color, creed, national origin or ancestry, age (40+), religion, disability, genetic disposition, gender, sexual orientation, gender identity or expression, pregnancy (including childbirth, lactation and related medical conditions), marital status, military status or status as a protected veteran, or any other characteristic or status protected by federal, state, or local law.

I have delegated the authority for carrying out this policy to Gina Farsetti, Human Resources Manager who has my full support for compliance activities. However, I am ultimately responsible for the effectiveness of our Affirmative Action Program. Any team member who feels they are the victim of discrimination may report their feelings to the Human Resources Manager, their supervisor, or me.

All members of management and all team members are responsible for supporting and carrying out our policy of Equal Employment Opportunity for all persons and cooperating with our Affirmative Action Program designed to achieve it. Team members who wish to avail themselves of the benefits of Caldwell's Affirmative Action Program should contact the Human Resources Manager.

Our selection, training, promotion, and other employment practices are based on job-related qualifications. Our employment solicitations affirm that we are an equal-opportunity employer. As an equal-opportunity employer, the Company intends to comply with applicable laws and executive orders. All Team members are expected to conduct themselves in accordance with this policy. Any Team member with questions or concerns about any type of discrimination in the workplace should bring the matter to the attention of their department manager or the Human Resources Manager. Any Team member who makes a report of discrimination will not be discriminated against or retaliated against by reason of having made the report. Acts of discrimination by managers, supervisors, and other Team members are not tolerated.

Our Affirmative Action Program, including the plans for Individuals with Disabilities and Qualified Targeted Veterans, is available for team members and applicants to inspect upon request. The program may be inspected in the Human Resources Department during normal business hours. Persons wishing to inspect the program may arrange to do so by contacting the Human Resources Manager.

Regards,



K. Ryan Harvey
Chief Executive Officer

Building Tanks for Over 130 Years

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