

EQUAL EMPLOYMENT OPPORTUNITY & AFFIRMATIVE ACTION PROGRAM STATEMENT OF POLICY

Harrisburg Dairies was built on the principles of teamwork and equal opportunity. We are committed to a program of equal employment opportunity without discrimination based on race, ethnicity, color, national origin, ancestry, citizenship, sex, religion, age (40 and above), sexual orientation, veteran or military status, mental or physical disability, genetic testing/history, pregnancy, or any other personal characteristic protected by law. It is our policy not merely to refrain from employment discrimination as required by the various federal, state, and local enactments, but to take positive affirmative action to realize for women, people of color, individuals with disabilities and protected veterans' full equal employment opportunity.

Consistent with Executive Order 11246, Section 504 of the Rehabilitation Act of 1973, and the Vietnam Era Veterans Readjustment Assistance Act of 1974, Harrisburg Dairies will take affirmative action on behalf of women, people of color, individuals with disabilities, and protected veterans to actively recruit and place qualified members of these groups for employment with the Company. These actions will be undertaken in support of the Company's Affirmative Action Plan.

In furtherance of this policy, Harrisburg Dairies will:

1. Recruit, hire, train and promote persons of all job classifications based on job-related requirements, without regard to race, ethnicity, color, religion, gender, national origin or other protected characteristics.
2. Ensure that all personnel actions, such as compensation, benefits, transfers, layoffs, return from layoff, leaves, and Harrisburg Dairies-sponsored training, education, social and recreation programs will be administered without regard to race, ethnicity, color, religion, gender, age, national origin, sexual orientation, disability or veteran status, or other protected status.
3. Take affirmative action on behalf of women, minorities, individuals with disabilities and protected veterans to actively recruit and place qualified members of these groups for employment with Harrisburg Dairies;
4. Provide for the prompt, thorough, and impartial consideration of all complaints.
5. Identify and analyze problem areas in employment of women, minorities, protected veterans and individuals with disabilities and establish procedures for the elimination of such deficiencies; provide a program of action toward these ends and timetables for the achievement of equal employment opportunity in accordance with the spirit of the law.
6. Take affirmative action to eliminate problem areas and to achieve certain goals, and continually measure, record, and report on progress toward their realization.

Reasonable Accommodations

Consistent with our equal opportunity policy, Harrisburg Dairies will provide reasonable accommodations for qualified individuals with disabilities in accordance with the Americans with Disabilities Act, as amended, and Section 503 of the Rehabilitation Act unless such accommodation would cause an undue hardship for the Company. Harrisburg Dairies will also provide a reasonable accommodation of an employee's religious beliefs and practices provided such expression does not create a hostile work environment for other employees or create an undue hardship for the Company. To further discuss these issues or request a reasonable accommodation, feel free to contact the Equal Opportunity Officer in confidence.