

OFS Fitel, LLC
EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

It is the policy of OFS Fitel, LLC (“OFS”) not to discriminate against any employee or applicant for employment on the basis of any status or characteristic protected by law, including his or her race, color, age, religion, sex, sexual orientation, gender identity, national origin or because he or she is an individual with a disability or disabled veteran, Armed Forces service medal veteran, recently separated veteran, or active duty wartime or campaign badge veteran (referred collectively as “protected veterans”). As a federal contractor, OFS also takes affirmative action to employ and to advance in employment, all persons regardless of their race, color, age, religion, sex, sexual orientation, gender identity, national origin or status as individuals with disabilities or protected veterans, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions at all levels of employment, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

OFS also seeks to provide reasonable accommodations to qualified employees and applicants who need such accommodations because of disabilities. We invite all employees and applicants who believe they have a disability that may require a job accommodation to enable them to perform the essential functions of the job to contact Stephanie Y. Street at 770-798-3513 to request an accommodation.

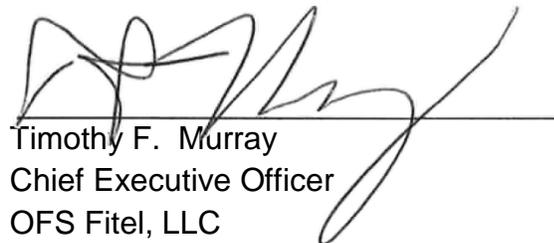
Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have engaged in or may engage in any of the following activities: (1) filing a complaint; (2) assisting or participating in an investigation, compliance evaluation, hearing, or any other activity related to the administration of any Federal, State or local law requiring equal opportunity for individuals with disabilities or protected veterans; (3) opposing any act or practice made unlawful by Section 503 of the Rehabilitation Act of 1973, as amended (Section 503) Section 4212 of the Vietnam Era Veterans’ Readjustment Assistance Act of 1974, as amended (“Section 4212”) or their implementing regulations or any other Federal, State or local law requiring equal opportunity for individuals with disabilities or protected veterans; or (4) exercising any other right protected by Section 503 or Section 4212 or their implementing regulations.

Pay Transparency: In addition, OFS will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot

disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by OFS, or (c) consistent with OFS' legal duty to furnish information.

As Chief Executive Officer, OFS, I am committed to the principles of Affirmative Action and Equal Employment Opportunity and to implementation of OFS' equal opportunity and affirmative action policies. In order to ensure dissemination and implementation of equal employment opportunity and affirmative action throughout all levels of the company, I have selected Stephanie Y. Street, Sr. Vice President, Human Resources, as the EEO Coordinator for OFS. One of the EEO Coordinator's duties will be to maintain an internal audit and reporting system OFS' EEO and affirmative action programs.

In furtherance of OFS' policy regarding Affirmative Action and Equal Employment Opportunity, OFS Fitel LLC has developed a written Affirmative Action Program. The non-confidential portions of the Affirmative Action Program for qualified individuals with disabilities and qualified protected veterans is available for inspection by any employee or applicant for employment upon request between 8:00 am – 5:00 pm at the Human Resources Department. Any questions should be directed to me, your supervisor, your local Human Resources Business Partner or Stephanie Street, EEO Coordinator.



Timothy F. Murray
Chief Executive Officer
OFS Fitel, LLC

December 6, 2016