



## STATEMENT OF POLICY

AMSC strives to assure that equal opportunity and access is provided to all qualified individuals without regard to race, color, gender, age, religious creed, national origin, sexual orientation, veteran's status, ancestry, or disability. In keeping with this philosophy, the Company will:

1. Recruit, hire, train and promote in all job classifications without regard to race, color, gender, age, religious creed, national origin, sexual orientation, veteran's status, ancestry, disability, or other protected status.
2. Assure all other human resource responsibilities such as compensation, benefits and tuition assistance shall be administered without regard to race, color, gender, age, religious creed, national origin, sexual orientation, veteran's status, ancestry, disability, or other protected status.
3. Take action to prevent harassment or intimidation of any employee, and to create an atmosphere in which all employees are both encouraged and supported to contribute their best efforts.

The Company is committed to the concept of Equal Opportunity and will take proactive steps to assure equal access is provided to all, including those covered under our Workforce Diversity Plan. In part, this will be accomplished by assuring that the community, recruiting resources, and other employment entities are aware of our support of Equal Opportunity. Additionally, we will continue to recruit qualified applicants from the following groups: minorities, women, Vietnam Era veterans, special disabled veterans, and individuals with disabilities. All employees, including minority individuals and women, are encouraged to develop their skills and take full advantage of promotional and professional growth opportunities as they arise. All employees will be reviewed fairly for promotion and career development based on skills, abilities and experience. If anyone at any time believes that he/she has been subject to discrimination of any kind, that individual should bring it to the attention of Human Resources. The President of the Company has the overall responsibility for the Equal Opportunity Policy. The Human Resource Department has the functional authority and responsibility for the successful implementation, administration and monitoring of the Workforce Diversity Program and its activities.