

**Road Machinery LLC**  
**Equal Employment Opportunity and Affirmation Action Policies**

Road Machinery LLC, through its responsible managers, recruits, hires, upgrades, trains and promotes in all job titles without regard to race, color, religion, sex, national origin, age, persons with a disability, or status as a special disabled veteran, or a veteran of the Vietnam Era, except where an individual's disability is a bona fide occupational qualification.

It is further the commitment of the Road Machinery's management team to encourage and support the employment and promotion of person's with a disability, special disabled veterans and veterans of the Vietnam Era into or within the organization.

Managers shall ensure that all personnel actions such as compensation, benefits, layoff, returns from layoffs, Road Machinery sponsored training, educational tuition assistance, and social and recreational programs, shall be administered without regard to race, color, religion, national origin, sex, age, disability or veteran status, except where an individual's disability is a bona fide occupational qualification.

Managers shall base employment decisions on the principles of equal employment opportunity and with the intent to further Road Machinery's commitment to affirmative action and equal employment and based only on valid job requirements. At no time will any covered employee or covered applicant for employment, who exercises his rights pursuant to Road Machinery's Affirmative Action Policy, be subject to discipline, or have his opportunities for employment adversely affected.

Managers shall take affirmative action to ensure that qualified minority group individuals, females, veterans of the Vietnam Era, special disabled veterans, and persons with a disability are introduced into the workforce, are encouraged to aspire for promotion and are considered as promotional opportunities arise.

Road Machinery shall conduct an annual audit and review the processes used for identification and selection of individuals to fill open positions to ensure that the process of selection as it regards disabled individuals, special disabled veterans and veterans of the Vietnam Era is consistent with the law.

Road Machinery invites any employee or any applicant for employment to review Road Machinery's written Affirmative Action Plans and to identify themselves either to their supervisor or to Rosalinda Padilla, Human Resources/Payroll Manager. These plans are available for inspection upon request between 7:00 am and 4:00 pm at the Human Resources Office. Any questions should be directed to Rosalinda Padilla, your supervisor or me.

Employees and applicants will not be subject to harassment, intimidation, threats, coercion or discrimination because they have engaged or may engage in filing a complaint; assisting in a review, investigation, or hearing related to any Federal, state or local law requiring EEO for individuals with disabilities or protected veterans; opposing any act deemed unlawful by any of the above referenced laws or exercising any other right under Section 503 or VEVRAA.

Employees and applicants are encouraged to identify themselves as either persons with a disability, special disabled veterans, or veterans of the Vietnam Era. This self-identification is strictly voluntary, confidential, and will not result in retaliation of any sort.