



**EQUAL EMPLOYMENT OPPORTUNITY POLICY**

**DECEMBER 15, 2018**

It is the policy of the Upper Saranac Foundation not to discriminate against any applicant for employment, or any employee, because of age, color, sex, disability, national origin, race, religion, or veteran status.

The Upper Saranac Foundation will take affirmative action to ensure that the EEO Policy is implemented, with particular regard to: advertising, application procedures, compensation, demotion, employment, fringe benefits, job assignment, job classification, layoff, leave, promotion, recruitment, rehire, social activities, training, termination, transfer, upgrade, and working conditions.

The Upper Saranac Foundation will continue to make it understood by the employment entities with which it deals, and in employment opportunity announcements, that the foregoing is company policy and all employment decisions are based on individual merit only.

It is the policy of the Upper Saranac Foundation that all company activities, facilities, and job sites are non-segregated. Separate or single-user toilet and changing facilities are provided to assure privacy.

It is the policy of the Upper Saranac Foundation to ensure and maintain a working environment free of coercion, harassment, and intimidation at all job sites, and in all facilities at which employees are assigned to work. Any violation of the policy should be immediately reported to the Foundation's Executive Committee.

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Thompson Swayne  
President, Upper Saranac Foundation

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Date