



A Reputation Built on Performance

Affirmative Action / Equal Employment Opportunity Policy Statement

It is the policy of Shook Construction Co. not to discriminate and to afford equal opportunity for employment to all individuals regardless of race, color, religion, sex (including pregnancy), age (40 years or older), national origin, disability, protected veteran status, military status, genetic information or gender identity and sexual orientation. We are far more strongly bound to the policy by the fact that adherence to the principals involved is the only acceptable American way of life. Therefore, this corporation will take affirmative action to ensure that we will (1) recruit, hire, train and promote all job classifications without regard to race, color, religion, sex, age, national origin, disability, protected veteran status, military status, genetic information, or gender identity and sexual orientation (2) base decisions on employment so as to further the principle of equal employment opportunity, (3) ensure that promotion decisions are in accord with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities, (4) ensure that all personnel actions such as compensation, benefits, transfers, layoffs, and return from layoff, will be administered without regard to race, color, religion, sex, age, national origin, disability, protected veteran status, military status, genetic information or gender identity and sexual orientation.

The successful achievement of a nondiscriminatory employment program requires a maximum of cooperation between management and employees. In fulfilling its part in this cooperative effort, management is obliged to lead the way by establishing and implementing affirmative procedures and practices which will ensure our objective, namely equitable employment opportunity for all. All employees, including minority and female employees, are encouraged to participate in all company activities and refer applicants.

As the President and CEO, I am committed to the principles of Affirmative Action and Equal Employment Opportunity and I serve as the Company's Equal Employment Opportunity Officer (see contact information below) to direct the establishment of and to monitor the implementation of personnel procedures to guide our affirmative action program. I am charged with designing and implementing audit and reporting systems that will allow for effective measurement of the Company's equal employment opportunity and affirmative action policy.

The Company's Affirmative Action Program is available in the Human Resources office for inspection or can be obtained by contacting me at the number below. The Company also prohibits harassment of employees on the basis of race, color, religion, sex, age, national origin, disability, protected veteran status, military status, genetic information or gender identity and sexual orientation. Retaliation and harassment are also prohibited against any person who files a Complaint or assists in a review, investigation or hearing related to any federal, state, or local law requiring EEO for individuals or because they oppose discrimination or have otherwise sought to obtain their rights under any federal, state, or local EEO law.



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SHOOK CONSTRUCTION CO.

By: 
William R. Whistler, President/CEO/EEO OFFICER

Date: 04 JAN 16

**William R. Whistler, President/CEO/EEO Officer
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