

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY

Barton & Loguidice, D.P.C. (hereinafter “B&L”) is strongly committed to the principle of equal employment opportunity for all individuals. As such, employment decisions are based on merit, qualifications, and abilities. B&L believes equal opportunity is not only consistent with good business practices but, of equal importance, is also a moral concern and obligation for each of us.

It is B&L’s policy when recruiting, hiring, training, promoting, and terminating employees to comply with those laws which prohibit discrimination as to actual or perceived race (including traits historically associated with race), color, religion, creed, sex, sexual orientation, gender identity or expression, the status of being transgender, national origin, age, ancestry, ethnicity, disability (including pregnancy-related conditions), citizenship, marital or familial status, military or veteran status, genetic information, predisposing genetic characteristic, reproductive health decision making (including the decision to use or access a particular drug, device, or medical service), status as a victim of domestic violence, known relationship or association with a member of a protected category or any other basis protected by applicable local, state, or federal laws or Executive Orders. In addition, B&L has a policy of affirmative action in regard to employing, advancing in employment, and otherwise treating qualified individuals with disabilities and protected veterans without discrimination based on their physical or mental disabilities or protected veteran status in all Firm employment practices. It is the policy of B&L to ensure that all employment decisions are based only on valid job requirements.

As President & CEO, I reaffirm that the above policy, in conjunction with the Affirmative Action Program, reflects B&L’s attitude and its intention to:

1. Recruit, hire, train and promote for all job classifications without regard to any basis protected by applicable local, state, or federal laws or Executive Orders.
2. Base decisions on employment so as to further the principles of equal employment opportunity.
3. Ensure that promotion decisions are in accord with the principles of equal employment opportunity.
4. Ensure that all other personnel actions, such as compensation, benefits, transfers, terminations, Firm-sponsored training, education tuition assistance, social and recreational programs, will be administered without regard to any basis protected by applicable local, state, or federal laws or Executive Orders.



5. Provide, pursuant to the Rehabilitation Act of 1973, as amended, equal employment opportunities as set forth above to qualified individuals with disabilities.

6. Provide, pursuant to the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, equal opportunities as set forth above, to those who are qualified protected veterans.

B&L, in compliance with Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, maintains written Affirmative Action Programs. The non-confidential elements of these Programs are available upon request, through the EEO Coordinator during normal business hours.

B&L will endeavor to make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability, unless doing so would result in an undue hardship on the Firm. Likewise, we will make reasonable accommodations, upon request, arising out of an individual's religious beliefs or practices.

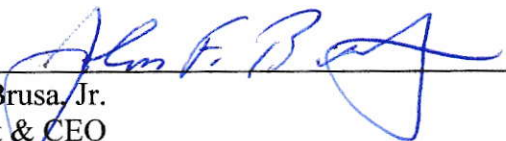
B&L will take all necessary steps to ensure that no person intimidates, threatens, coerces, or discriminates against any individual because that individual has filed a complaint, furnished information, or assisted or participated in any manner in an investigation, compliance review, hearing, or other activity related to the administration of this policy.

Any individual at any time, even after separation of employment, who feels this policy has been violated, should immediately contact their supervisor, manager, Human Resources representative, or any member of management. Employees can raise concerns and make reports without fear of reprisal. Anyone found to be engaging in any type of inappropriate conduct under this policy will be subject to disciplinary action, up to and including termination of employment.

B&L maintains an audit and reporting system to measure the effectiveness of its Affirmative Action Program and the implementation of this policy.

Overall responsibility for directing and implementing this policy and the Affirmative Action Program has been assigned to Andrea L. Drapeau, EEO Coordinator. This policy has the full backing and support of the Leadership Team, and support of all employees is expected.

BARTON & LOGUIDICE, D.P.C.



John F. Brusa, Jr.
President & CEO