



### **Equal Employment Opportunity Commitment for Employees and Applicants**

AEL&P has been and will continue to be an integral part of the community we serve. As such, our company is committed to the maximum utilization of all human resources and the goal of Equal Employment Opportunity and Affirmative Action, and as a Federal Contractor, renews that commitment each year.

We will create an environment of acceptance and inclusion of all employees that values diversity and mutual respect and is free from harassment or discrimination for employees, customers, suppliers and other contacts in all aspects of our daily operations.

We will continue to recruit, hire, train, and promote in all job classifications without regard to race, color, religion, national origin, citizenship, sex (including pregnancy), sexual orientation, gender identity or expression, marital status, veteran's status, age, disability or any other classification protected by non-discrimination law. Furthermore, we shall continue to provide Equal Employment Opportunity for individuals serving in the Military, the National Guard and Reserves, and Veterans of the U.S. Military.

We assure that all other personnel actions, such as compensation, benefits, transfers, layoffs and recall from layoffs, access to training, education, tuition assistance, and social recreation programs are administered without regard to race, religion, color, national origin, citizenship, sex, sexual orientation, gender identity, veteran's status, age or disability.

Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have: (1) filed a complaint; (2) assisted or participated in an investigation, compliance review hearing or any other activity related to the administration of any federal, state or local law requiring equal employment opportunity; (3) opposed any act or practice made unlawful by any federal, state or local law requiring equal opportunity or (4) exercised any other right protected by federal, state or local law requiring equal opportunity.

Our guiding principles and Core Policies set the standards at AEL&P and influence and determine decisions and actions regarding how we conduct our business. The Core Policies are available for review by contacting Debbie Driscoll. In accordance with the Anti-Harassment and Non-Discrimination policy, any form of discrimination or harassment of one individual by another will not be tolerated within AEL&P. Any employee or applicant having reason to believe he or she has been subjected to discrimination, harassment or retaliation of any type is encouraged to report the circumstances to his/her immediate supervisor, the General Manager, the Director of Consumer Affairs or the Safety Director, or the confidential message hotline managed by an independent third party at 1-877-861-6690.

We will annually review our affirmative action efforts to ensure that we are fulfilling these commitments. As President and General Manager of AEL&P, I want each of us to remember that these commitments are essential to our business, essential to our community, and are therefore, conditions of our employment. Debbie Driscoll, Vice President and Director of Consumer Affairs is responsible for the administration of this Affirmative Action Plan. I am confident that we can both rely on your full cooperation and support.

We see diversity as a key accountability within our company and each of us must assume a leading role in its effectiveness.

Sincerely,  
Connie Hulbert, President