

# **ANIMAL EQUALITY'S EQUAL OPPORTUNITIES AND AFFIRMATIVE ACTION POLICY**

Animal Equality ("AE") has implemented the following policies and procedures as part of its commitment to diversity and inclusion and compliance with all applicable equal opportunity and affirmative action requirements.

The purpose of this policy is to ensure that all employment decisions are made on a non-discriminatory basis, and without regard to sex, race, color, age, national origin, religion, disability, genetic information, marital status, sexual orientation, gender identity/reassignment, citizenship, pregnancy or maternity, veteran status, or any other status protected by applicable national, federal, state or local law.

In some cases, local laws and regulations may provide greater protections than those outlined here. It is also the company's policy to prohibit any and all forms of retaliation against any individual who has complained of harassing or discriminatory conduct, or participated in a company or agency investigation into such complaints.

Animal Equality is committed to these good faith efforts, and we will review them periodically to measure our progress.

## **Affirmative Action Policy**

It is Animal Equality's policy to take affirmative action to employ, advance in employment, and otherwise treat qualified people of color, women, protected veterans, and individuals with disabilities without regard to their race/ethnicity, sex, veteran status, or physical or mental disability. Under this policy, Animal Equality also will provide reasonable accommodation to the known physical or mental limitations of an otherwise qualified Associate or applicant for employment, unless the accommodation would impose undue hardship on the operation of the company's business, in accordance with the Americans with Disabilities Act (ADA) and state and local law. The company's affirmative action policy also prohibits Associates and applicants from being subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in or may engage in (1) filing a complaint; (2) assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of Section 503, Section 4212, or any other Federal, state or local law requiring equal opportunity for disabled persons or covered veterans; (3) opposing any act or practice made unlawful by Section 503 or Section 4212 and their implementing regulations, or any other Federal, state or local law requiring equal opportunity for disabled persons or protected veterans; or (4)

exercising any other right protected by Section 503 or Section 4212 or their implementing regulations.

**Responsibility for Implementation**

Principal and direct responsibility for successful implementation of this policy in a uniform manner has been assigned to Sharon Nunez as Executive Director of Animal Equality. However, within our respective areas of responsibility, all managerial and supervisory personnel must share in the responsibility to ensure our organization's compliance with the Equal Employment Opportunity and Affirmative Action Plan. Any employee who has a question or concern regarding any type of discrimination or harassment is encouraged to bring it to the attention of his/her manager or senior manager or the Executive Director.

Jose Valle  
Secretary  
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Policy approved by the Board of Directors on December 16, 2015.



