## Affirmative Action and Equal Employment Opportunity Policy

U. S. Information Technologies Corporation (USIT) will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status. USIT will take affirmative action to ensure that applicants are employed, and the employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status. Such action shall include, but not be limited to the following: employment, promotion, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training. USIT agrees to post in conspicuous places, available to employees and applicants for employment, this Affirmative Action and EEO Policy.

U. S. Information Technologies Corporation will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information.

USIT will, in all solicitations or advancements for employees placed by or on behalf of USIT, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status.

USIT shall base employment decisions on the principles of equal employment opportunity and with the intent to further USIT's commitment to affirmative action and equal employment. At no time will any covered employee, or covered applicant for employment, who exercises his/her rights pursuant to USIT's Affirmative Action program be subject to discipline, or have his/her opportunities for employment adversely affected.

USIT invites any employee or any applicant for employment to review USIT's written Affirmative Action program, absent the data metrics required by §60-741.44(k). The AAP is available for inspection upon request during the hours of 9:00 AM - 5:00 PM Monday - Friday in the Human Resources department. Any questions should be directed to Michael Fox, USIT's EEO Administrator.

Employees and applicants are invited to identify their race and gender, as well as to identify as an individual with a disability, disabled veteran or protected veteran. This self-identification is strictly voluntary and confidential, and will not result in retaliation of any sort.

Joseph D. Morrone President & CEO April 1, 2018 - March 31, 2018

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