

# EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY STATEMENT

January 1, 2018

Federal and state laws prohibit employment discrimination. As President/Chief Executive Officer of Crown Health Care Laundry Services, LLC (Crown Laundry), I am committed to the principles and practices of equal employment opportunity and reaffirm our intent to comply with federal, state and local laws and regulations prohibiting discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, disability and protected veteran status, or any other protected classes. Our intent is to ensure that personnel actions are administered in compliance with these laws and in conformance with our Affirmative Action Program (AAP). Personnel actions include, but are not limited to: employment, promotion, transfer, recruitment or recruitment advertising, layoff or termination, recall from layoffs, company-sponsored educational, social and recreational programs, benefits, rates of pay or other forms of compensation and training.

Rick Hamlin, our Chief Operating Officer and Corporate EEO Officer, is responsible for the organization's affirmative action compliance. With the cooperation and assistance of appropriate staff and operating personnel, the EEO Officer will monitor the organization's performance and report the results to me. Data may include outside hires, promotions, transfers, terminations, identification of problem areas and, if necessary, a recommended plan of action. Any employee who has a question regarding our Affirmative Action Program may discuss the matter with Rick Hamlin or Human Resources at 913-219-4928.

The Affirmative Action Program for Individuals with Disabilities and Protected Veterans is available for review by any employee or applicant for employment during normal business hours by contacting the EEO Officer or Human Resources.

Discrimination on-premises or on-the-job will not be tolerated. Employees of, and applicants to, Crown Laundry will not be subject to harassment, intimidation, threats, coercion, or discrimination because they have filed a complaint, assisted in a review, investigation, or hearing, or have otherwise sought to obtain their legal rights related to any federal, state, or local law regarding equal employment opportunity. Personnel found guilty of violating this directive will be subject to discipline and possible termination.

I ask your continued support in attaining Crown Laundry's objective of equal employment opportunity.



Don Haferkamp  
President/Chief Executive Officer