



## II. Equal Employment Opportunity Policy Statement

This is to affirm S.M. Hentges & Sons Inc.'s policy of providing Equal Opportunity to all employees and applicants for employment in accordance with all applicable Equal Employment Opportunity/Affirmative Action laws, directives and regulations of federal, state and local governing bodies or agencies thereof, specifically the following jurisdictions:

<u>Agency</u>	<u>Statute Number</u>
Federal Executive Order 11246 as Amended	
State of Minnesota	363 473.144
City of Minneapolis	139.5
City of St. Paul	Section 183.04

S.M. Hentges & Sons Inc. will not discriminate against or harass any employee or applicant for employment because of race, color, creed, religion, national origin, sex, sexual orientation, disability, age, marital status, familial status membership or activity in a local human rights commission or status with regard to public assistance.

S.M. Hentges & Sons Inc. will take affirmative action to ensure that all employment practices are free of such discrimination. Such employment practices include, but are not limited to the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, selection, layoff, disciplinary action, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. We will provide reasonable accommodations to applicant's employees with disabilities.

S.M. Hentges & Sons Inc. will commit the necessary time and resources, both financial and human to achieve the goals of Equal Employment opportunity and Affirmative Action.

S.M. Hentges & Sons Inc. will use its best efforts to afford minority, female and disadvantaged business enterprises with the maximum practicable opportunity to participate in the performance

of subcontracts for construction projects that this company engages in.

S.M. Hentges & Sons Inc. fully supports incorporation of non-discrimination and affirmative action rules and regulations into contracts.

S.M. Hentges & Sons Inc. will evaluate the performance of its management and supervisory personnel on the basis of their involvement in achieving these Affirmative Action objectives as well as other established criteria. Any employee of this company, or subcontractor of this company, who does not comply with the Equal Employment Opportunity Policies and Procedures as set forth in this statement and plan will be subject to disciplinary action. Any subcontractor not complying with all applicable Equal Employment Opportunity Affirmative Action laws directives and regulations of the federal, state and local governing bodies or agencies thereof, specifically the statues listed under section II, paragraph 1, will be subject to appropriate legal sanctions.

S.M. Hentges & Sons Inc. has appointed Donna Kooiman to manage the Equal Employment Opportunity and Affirmative Action programs. Her responsibilities will include monitoring all Equal Employment Opportunity activities and reporting the effectiveness of the programs as required by federal, state and local agencies. The Chief Executive Officer of S.M. Hentges & Sons Inc. will receive and review reports on the progress of the programs.

If any employee of applicant for employment believes that he/she has been discriminated against, please contact Donna Kooiman at: 650 Quaker Avenue, Jordan, MN 55352 or call (952) 595-5107.

  
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Steven M. Hentges, President/CEO 1-5-17  
Date

  
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Donna Kooiman, EEO/Affirmative Action Officer 01-05-2017  
Date

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