

EQUAL EMPLOYMENT OPPORTUNITY NON-DISCRIMINATION POLICY STATEMENT

It is the policy of Polk Training Center, Inc. not to discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, national origin, age, marital status, genetic information, disability, or because he or she is a protected veteran. It is also the policy of Polk Training center, Inc. to take affirmative action to employ and to advance employment, all persons regardless of race, color, religion, sex, sexual orientation, gender identity, national origin, age, marital status, genetic information, disability, or protected veteran status, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay, or other forms of compensation and selection for training, including apprenticeship, at all levels of employment.

Employees and applicants of Polk Training Center, Inc. will not be subject to harassment on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, age, marital status, genetic information, disability, or because he or she is a protected veteran. Additionally, retaliation, including intimidation, threats, or coercion, because an employee or applicant has objected to discrimination, engaged in or may engage in in filing a complaint, assisted in a review, investigation, or hearing or have otherwise sought to obtain their legal rights under any Federal, State, or local EEO law is prohibited.

As Executive Director of Polk Training Center, Inc., I am committed to the principles of Equal Employment Opportunity. In order to ensure dissemination or implementation of Equal Employment Opportunity throughout all levels of the company, I have selected Jane West, Board President as the Equal Employment Opportunity (EEO) clerk for Polk Training center, Inc. One of the EEO clerk's duties will be to establish and maintain internal audit and reporting systems to allow for effective measurement of Polk Training Center, Inc.'s programs.

Polk Training center, Inc. is thoroughly invested in creating and enforcing a fair and responsible working environment free of harassment and/or discrimination. Those with questions, concerns, or complaints should contact Jane West or myself for assistance.

Cheri Dawson

Executive Director

Polk Training Center, Inc.

(863) 956-1620

cdawson@polktrainingcenter.org

May 12, 2025