

EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION POLICY

Pyramid Solutions, Inc. is committed to providing a non-discriminatory employment environment for its employees and applicants. It is the policy of Pyramid Solutions, Inc. to employ qualified persons of the greatest ability without harassment or discrimination against any employee or applicant for employment because of race, color, sex, sexual orientation, gender identity, religion, national origin, physical or mental disability, age, marital status, genetic information, status as a protected veteran, or any other protected group status and further to take affirmative action to recruit, employ and advance in employment qualified minorities, women, individuals with disabilities, protected veterans.

To implement this policy, the Company has established Affirmative Action Programs by which we will:

- 1) Recruit, hire, train and promote qualified persons in all job titles, without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, physical or mental disability, age, marital status, genetic information, status as a protected veteran, or any other protected group status.
- 2) Base decisions on employment, so-as-to further the principle of equal employment opportunity.
- 3) Ensure that employment decisions are in accord with principles of equal employment opportunity by imposing only valid job requirements.
- 4) Ensure that all personnel actions such as compensation, benefits, transfers, promotions, discipline, layoffs, return from layoff, terminations, Company-sponsored training, education, tuition assistance, social and recreational programs, will be administered without regard to race, religion, color, sex, sexual orientation, gender identity, disability, national origin, age, marital status, genetic information, protected veterans' status or any other protected group status.
- 5) Ensure employees and applicants, are protected from harassment, threats, coercion, intimidation, interference or discrimination for:
 - a. Filing a complaint.
 - b. Assisting or participating in an investigation, compliance review, hearing, or any other activity under Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 793, Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. 4212 or any other law requiring equal opportunity.
 - c. Opposing any practice made unlawful by Executive Order 11246, the Acts or any other law requiring equal opportunity, or
 - d. Exercising any other right protected by Executive Order 11246, these Acts or the implementing regulations.
- 6) Make reasonable accommodations for individuals with disabilities to access the employment process. Further the Company will make reasonable accommodations for an employee or applicant to enable him/her to perform the essential functions of the job that do not cause an undue hardship on the company.

All employees are expected to comply with this Equal Employment Opportunity and Affirmative Action Policy. Managers and supervisors who are responsible for meeting business objectives are expected to cooperate fully in meeting Pyramid Solutions' equal employment opportunity and affirmative action objectives.

Any employee who believes he or she has been discriminated against must immediately report any incident to the company's Human Resources Department, Attn: EEO Officer, via the company's main business line at 248-549-1200.

The company will not tolerate retaliation against any employee or applicant who reports acts of harassment or discrimination and/or provides information in connection with any such complaint.

This EEO policy has the full support of Robert DuBois, President, who has assigned responsibility for its implementation to Amy Rohlman, Talent Acquisition and Human Resources Manager. Pyramid Solutions, Inc. has designed and implemented an audit and reporting system to monitor and maintain its compliance with Executive Order 11246, Section 503 of the Rehabilitation Act of 1973, as amended and the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended and implementing regulations.



Robert DuBois, President

August 22, 2017