



EQUAL OPPORTUNITY EMPLOYEE STATEMENT

Torotel is committed to providing equal employment opportunity for all persons regardless of race, color, religion, sex, age, marital status, national origin, citizenship status, disability or veteran status. For further information about the applicability of Federal Equal Opportunity Laws, including the Americans with Disabilities Act, the Equal Pay Act, the Discrimination in Employment Act and Family Medical Leave Act.

Equal opportunity extends to all aspects of the employment relationship, including hiring, transfers, promotions, training, terminations, working conditions, compensation, benefits, and other terms and conditions of employment.

Torotel strives to keep the workplace free from all forms of harassment, including, but not limited to, harassment based on sex, religion, national origin, age, disability and race. Some examples of conduct that might be considered harassment include ethnic slurs, racist jokes, pornographic email, unwelcome touching, display of offensive pictures, or any other verbal or physical conduct that has the purpose or effect of creating an intimidating, hostile, or offensive work environment. Torotel considers harassment in all forms to be a serious offense.

Employees who have been subject to discrimination or harassment should immediately report the incident to their supervisor or to Human Resources. Complaints will be investigated immediately and handled as confidentially as possible. Torotel ensures that employees following this complaint procedure are protected against illegal retaliation. Supervisors or employees found to have engaged in discriminatory conduct or harassment are subject to immediate disciplinary action, including possible termination of employment.