



# Equal Opportunity Employer

Securitas Critical Infrastructure Services, Inc. (SCIS) is an equal opportunity employer and follows all local, state, federal laws, including those applicable to federal contractors.

## SCIS Equal Opportunity Policy

SCIS promotes individual initiative, hardwork and excellence. SCIS is committed to preventing improper conduct in the workplace, including discrimination or harassment based on:

- Race/Ethnicity
- National Origin
- Sex/Gender
- Sexual Orientation
- Pregnancy/Childbirth or related conditions
- Religion
- Age
- Genetic Information
- Color
- Ancestry
- Gender Identity/Expression
- Marital/Parental Status
- Creed
- Disability
- Veteran Status
- Any other status protected by local, state, or federal law

This Applies to all Aspects of the Employment Relationship, Including:

- Initial consideration for employment
- Transfer
- Promotion and advancement
- Education
- Compensation and benefits
- Tuition assistance
- Social and recreation programs
- Job placement and assignment of responsibility
- Training and professional development opportunities
- Performance evaluation
- Formation and application of human resource policies
- Facility and service accessibility
- Discipline and termination
- Layoff and recall from layoff

We are also in full support of Section 503 of the Rehabilitation Act of 1973 and the Vietnam Era Veterans Readjustment Act of 1974, 38 U.S.C. § 4212, and amendment made by the Jobs for Veterans Act of 2002 (JVA) which supports Equal Employment Opportunity to employ and advance in employment individuals with disabilities, disabled veterans, veterans of the Vietnam Era, recently separated veterans, armed forces service medal veterans, and active duty wartime or campaign badge veterans.

If you have a disability or are a covered veteran and would like to be included, please tell us.\*

- Supervisors and managers may be informed of necessary restrictions on your work or duties as a result of your disability or disabled status, and regarding necessary accommodations.
- First-aid personnel may be informed when and to the extent appropriate if your condition might require emergency treatment.
- Government officials investigating EEO compliance will be informed.

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*In alignment with our commitment to these principles, appropriate corrective action will be taken when an employee's conduct conflicts with our values and objectives.*

Creating and maintaining a work environment free of discrimination and harassment is one of our primary concerns. Based on our firm objectives:

#### All Supervisory Personnel Will:

1. Promptly report all improper workplace conduct, including discrimination and harassment complaints to the Human Resources Department.
2. Cooperate with investigations of employee complaints.
3. Take corrective and remedial action to prevent prohibited conduct from reoccurring.

#### All Employees are Responsible for:

1. Demonstrating sensitivity to, and respect for, racial, cultural, sexual, age, religion, veteran status, disability, and physical differences when working with other employees and customers, and avoiding harassment of others based on any protected status.
2. Demonstrating job performance that meets position requirements and SCIS's commitment to equal employment opportunity objectives.

## Complaint Procedure

At SCIS we promote a culture of employees reporting issues of concern. Any employee who believes that he or she has been subjected to discrimination or harassment in the workplace, by anyone, should promptly report the concerns to a supervisor, Human Resources Representative, Program/Project Manager, Team Lead, VP of Operations, any other management employee, or the Hotline.

If after an investigation you feel that the problem has not been resolved to your satisfaction, you may file a complaint with the Equal Employment Opportunity Commission (EEOC). No adverse action will be taken by SCIS, or any of its agents, in retaliation for filing a claim of discrimination or harassment with any county, state or federal agency.

## Pay Transparency Policy Statement

SCIS will not discharge or discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with SCIS's legal duty to furnish information.



To file a confidential and/  
or anonymous report, you  
may call:

**THE SCIS HOTLINE**  
**800-574-8637**  
**www.scishotline.com**  
confidential reporting 24/7