

Thorn Hill LLC

EEO STATEMENT CONCERNING INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS

January 2020

To all Thorn Hill, LLC Employees and Applicants assigned to work for SAE International, SAE Industry Technologies Consortia, Performance Review Institute, or ABP International, Inc.:

Diversity is an important philosophy of the Company, allowing for staff creativity, innovation and a variety of perspectives. Our focus on diversity ensures that we have a work place where all employees share their passion, talents and ideas to serve the needs of our diverse members, customers and stakeholders. To be ahead of significant changes in technology, demographic shifts and worldwide connectivity, we will continue our progress in diversity and inclusion which will allow us to bring our best to the global industries we serve.

Thorn Hill, LLC ("Thorn Hill") is an Equal Employment Opportunity employer.

It is our policy to provide equal employment opportunity to all employees and applicants and to prohibit any discrimination because of disability or status as a protected veteran including, but not limited to, disabled veterans.

Thorn Hill will recruit, hire, train and promote persons in all job titles and ensure that all other personnel actions are administered without regard to disability or protected veteran status including, but not limited to disabled veteran status, and ensure that all employment decisions are based only on valid job requirements.

Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have engaged in or may engage in any of the following activities:

1. Filing a complaint;
2. Assisting or participating in an investigation, compliance evaluation, hearing or any other activity related to the administration of section 503 of the Rehabilitation Act of 1973 or any other Federal, state, or local law requiring equal opportunity for individuals with disabilities or the affirmative action provisions of the Vietnam Era Veterans' Readjustment Assistance Act of 1974 ("VEVRAA") or any other Federal, state or local law requiring equal opportunity for protected veterans;
3. Opposing any act or practice made unlawful by section 503 of the Rehabilitation Act of 1973 or its implementing regulations or any other Federal, state, or local law requiring equal opportunity for individuals with disabilities or VEVRAA or its implementing regulations in this part or any other Federal, state or local law requiring equal opportunity for protected veterans;
4. Exercising any other right protected by section 503 of the Rehabilitation Act or its implementing regulations or VEVRAA or its implementing regulations.

Employees will be treated on the basis of their job-related qualifications, ability and performance. The foundation of these policies is our commitment to treat everyone fairly and equally and to have a bias-free work environment. I encourage everyone to join me in seeing that the spirit of equal employment opportunity is always present here.

Melinda Rombold, our Equal Employment Opportunity Coordinator, is responsible for leading affirmative action efforts, including overseeing our audit and reporting system for our affirmative action programs, and ensuring that the principle of equal employment opportunity is understood and followed. If you have any issues or questions, you are urged to bring the matter to the attention of your manager or Melinda Rombold.



David L. Schutt
Manager
Thorn Hill, LLC