

Thorn Hill LLC

EEO Statement

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.

It is the policy of Thorn Hill, LLC ("Thorn Hill"), when recruiting, hiring, training, promoting, and terminating employees to comply with those laws that prohibit discrimination and to provide equal employment opportunity to all persons regardless of race, color, religion, age, national origin, ancestry, sex, sexual orientation, gender identity, disability, or other protected status. It is also our policy that sexual harassment or any other kind of unlawful harassment will not be tolerated.

As Manager of Thorn Hill, I reaffirm that the above policy and the Affirmative Action Programs reflect Thorn Hill's and other above-named entities' attitude and intention to:

1. Recruit, hire, train, and promote for all job classifications without regard to race, color, disability, religion, sex, sexual orientation, gender identity, age, national origin, or other protected status.
2. Base decisions on employment so as to further the principles of equal employment opportunity.
3. Ensure that promotion decisions are in accord with the principles of equal employment opportunity, by imposing only job-related requirements.
4. Ensure that all other personnel actions, such as compensation, benefits, transfers, terminations, Company-sponsored training, education tuition assistance, and social and recreational programs will be administered without regard to race, color, disability, religion, sex, sexual orientation, gender identity, age, national origin or other protected status.
5. Provide, pursuant to the Rehabilitation Act of 1973, as amended, equal employment opportunities as set forth above to qualified persons with a disability.
6. Provide, pursuant to the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, equal employment opportunities as set forth above, to those who are protected veterans.

In compliance with Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, written Affirmative Action Programs are maintained. The Executive Order 11246 Affirmative Action Plan and the Affirmative Action Plans developed in compliance with Section 503 of the Rehabilitation Act of 1973, as amended and 38 USC 4212 of the Vietnam Era Veterans' Rehabilitation Assistance Act, as amended, are available for inspection upon request. Information relevant to these plans is available during established business hours in the Human Resources office.

All necessary steps will be taken to ensure that no person intimidates, threatens, coerces, or discriminates against any individual because he/she has engaged in or may engage in the following activities: filing of a complaint; furnishing information, or assisting or participating in any manner in an investigation, compliance review, hearing, or other activity related to these matters; opposing any unlawful act or practice; or exercising any other protected right.

Overall responsibility for directing and implementing the policy enunciated herein and the Affirmative Action Programs has been assigned to Melinda Rombold, who serves as the Equal Employment Opportunity Coordinator. This policy has my full backing and support, and the support of the senior leadership team and all employees is expected.



David L. Schutt
Manager
Thorn Hill, LLC