

**EQUAL EMPLOYMENT OPPORTUNITY (EEO) AND  
AFFIRMATIVE ACTION POLICY (AAP) STATEMENT OF  
KIMLEY-HORN AND ASSOCIATES, INC.**

**Effective May 1, 2021**

It is the policy of Kimley-Horn, and my personal commitment to provide fair and equal treatment of all current and prospective employees without regard to race, color, age, religion, sex, sexual orientation, gender identity, marital status, national origin, qualified disability, medical condition, protected veteran status, or any other reason under applicable federal, state, or local laws. This commitment to fairness means that we provide equal opportunities in all areas of employment, including recruitment, selection, job changes, promotions, terminations, wages or other forms of compensation, benefits, training, and other privileges, terms, and conditions of employment. Kimley-Horn commits to comply with the equal employment and affirmative action regulations of various federal, state, and local governmental entities, including Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (VEVRAA) and Title VII of the Civil Rights Act of 1964 as amended.

Kimley-Horn takes affirmative action to ensure that all employment practices are free of discrimination. A written Affirmative Action Plan is prepared annually to document responsibilities, implementation and dissemination plans, mechanism for internal monitoring, and goals. Any employee or applicant may receive a copy of the plan by contacting the Affirmative Action Officer.

Kimley-Horn will not discharge or in any other manner 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 the contractor's legal duty to furnish information.

Joy A. Pado, Vice President, has been designated as the firm's EEO and Affirmative Action Officer and assigned overall responsibility for the coordination, implementation, and direction of the Affirmative Action Plan and EEO Program. The Board of Directors reviews the Affirmative Action Plan and regularly monitors performance against the plan. In addition, all other employees are expected to perform their job responsibilities in a manner that supports equal employment opportunity for all.

Any employee or applicant for employment who believes they have been treated in a way that violates this policy should contact their supervisor; a member of the Regional Human Resources team; Ms. Pado; or Steven E. Lefton, President. Responsible parties will promptly investigate allegations of discrimination or harassment in a confidential manner, and Kimley-Horn will take appropriate action in response to these investigations. Any employee committing any discriminatory practice will be subject to discipline up to, and including, termination. We will not tolerate any retaliation against any employee or applicant for employment who raises a concern about a potential violation of this policy or provides any information in connection with any complaint.



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Steven E. Lefton, President

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5/1/2021

Date