



## **EQUAL EMPLOYMENT OPPORTUNITY AFFIRMATIVE ACTION POLICY STATEMENT**

**January 2023**

### **Policy**

For many years, Seneca Foods Corporation has been committed to a policy of equal employment without regard to race, age, color, religion, sex, and national origin as governed by the State and Federal laws and regulations. We are also committed to employ qualified handicapped individuals in compliance with the Rehabilitation Act of 1973 and to employ disabled veterans and veterans of the Vietnam Era as covered by the Vietnam Veterans Readjustment Assistance Act of 1974.

We have established an Affirmative Action Program which is in compliance with each of the aforementioned laws. All officers, managers, and supervisors are expected to take positive action in the enforcement of this policy and the enhancement of the Program. The Program requires equal treatment of all employees in hiring, placement, transfer, demotion, upward mobility (particularly of women, members of minority groups, veterans and disabled persons), recruitment, advertising or solicitation for employment, treatment during employment, compensation, training and layoff or termination. Our Program is designed to ensure that Seneca Foods Corporation will utilize women, members of minority groups, veterans and disabled persons available in the workforce.

A primary objective of Seneca Foods is to obtain individuals qualified and/or trainable for positions by virtue of job related standards for education, training, experience and personal qualifications. Employees are further protected from coercion, intimidation, interference and/or discrimination if they have filed complaints of discrimination or have assisted in an investigation of a complaint.

### **Responsibility**

Responsibility for this policy rests with both managers and employees.

All levels of management and supervision are responsible for:

1. Assuring employees that equal employment opportunity and affirmative action is Company policy and that the Company will investigate alleged complaints and take immediate and prompt action.
2. Reporting all complaints to Human Resources.

It is the responsibility of any employee who has a complain to inform Human Resources of all the facts so that appropriate action may be taken.

It is your responsibility to promptly notify your supervisor; Human Resource Manager for your region; or Vice President – Human Resources, Aimee Joe Castleberry, at (608) 757-6035 of all complaints.

Responsibility for ensuring compliance and continued implementation of this policy is assumed by Cindy Fohrd, Senior Vice President, Chief Administrative Officer and Affirmative Action Officer (585) 495-4100).