

## **EQUAL EMPLOYMENT OPPORTUNITY POLICY**

Ketchum and each of its affiliated agencies ("Ketchum") are equal opportunity employers. Ketchum employs qualified individuals based solely on ability, training, and experience. Therefore, Ketchum does not and will not discriminate for or against any employee or applicant for employment or promotion based upon actual or perceived race, color, religion, sex, age, disability, national origin, citizenship, marital status, sexual orientation, gender identity and/or expression, veteran status, or any other classification protected by law. This policy applies to all areas of employment and all activities of Ketchum. Every employee of a Ketchum company is responsible for complying with this policy.

Ketchum will endeavor to make a reasonable accommodation to the known physical or mental limitations of qualified employees with disabilities unless the accommodation would impose an undue hardship on the operation of our business. Ketchum encourages its employees to let management or HR know if they need assistance to perform their job duties because of a physical or mental condition.