

Practice Note

Compliance with federal anti-discrimination laws requires covered employers to inform employees of their right to be free from workplace discrimination and retaliation. The [Equal Employment Opportunity Commission](#) (EEOC) under [Title VII of the Civil Rights Act of 1964](#) requires employers to post workplace notices, and covered employers typically include a policy statement on equal employment opportunity (EEO) in employee handbooks and other sources of workplace policies distributed to employees. EEO policies also apply to vendors, contractors and other third parties with whom the employer conducts business. Employers with government contracts or that receive government funding may have additional notice of rights requirements. State or local laws may expand the list of protected categories. This policy statement expressly addresses the prohibition on workplace harassment. For information about state and local EEO requirements, see [SHRM's State Chart: Equal Employment Opportunity/Discrimination Laws](#). For more information about the EEOC's notice posting requirements, see [The "EEO Is The Law" poster](#).

ASI, LLC provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, ASI, LLC complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

ASI, LLC expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of ASI, LLC's employees to perform their job duties may result in discipline up to and including discharge.