

SKC COMMUNICATION PRODUCTS

AFFIRMATIVE ACTION STATEMENT – DATED 1-1-2020

SKC Communication Products is a federal contractor/subcontractor and as such is required to notify vendors of their potential obligations as a result of doing business together. It is understood that this notice is a part of all current contracts and/or purchase orders or those which may be issued by SKC Communication Products its subsidiaries, affiliates and operating divisions, to the undersigned subcontractor or supplier (hereinafter called contractor) within one year from the date of this notice.

Please carefully review the following equal opportunity/affirmative action obligations of contractors/subcontractors.

1. **Contractor agrees to abide by the provisions of the “Equal Opportunity Clause,” in Section 202 of Executive Order 11246. See 41 CFR 60-1.4(a).**
2. **Contractor agrees to abide by the provisions of 29 CFR Part 471, Appendix A to Subpart A (Notice of Employee Rights Under Federal Labor Law) of Executive Order 13496.**
3. **Certification of Non-Segregated Facilities** – Contractor certifies that it does not and will not maintain or provide for its employees any segregated facilities of any of its establishments, and that it does not and will not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. As used in this certification, the term “segregated facilities” means any waiting rooms, work areas, rest rooms and wash rooms, restaurant and other eating areas, time clocks, locker rooms and other storage or dressing areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or origin, because of habit, local custom or otherwise.
4. **Employer Information Report** – If contractor has 50 or more employees and is required by federal regulations to file Employer Information Report EEO-1 (standard form 100), contractor hereby certifies that it has done so or will file such reports in accordance with applicable instructions and will continue to file such reports unless or until no longer required by law or regulation.
5. **Affirmative Action Program** – Under 41 CFR 60-2.1, if contractor has 50 or more employees and this contract or order is \$50,000 or more, contractor may be required under federal regulations to develop a written affirmative action program for each of its establishments. If contractor is so required, it certifies that it has such a program or will prepare one not later than 120 days after first contracts or orders become effective and maintain such program until no longer required by law or regulation.
6. **Affirmative Action for Protected Veterans** – **This contractor and subcontractor shall abide by the requirements of 41 CFR 60-300.5(a). This prohibits discrimination against qualified protected veterans, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans. See CFR 60-300.5(a).**
7. **Equal Employment Opportunity of Disabled Persons** – **This contractor and subcontractor shall abide by the requirements of 41 CFR 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities. See CFR 60-741.5(a)**

For questions regarding this notice, please contact **Kendra Best** at **Kendra.best@skccom.com** or **913-543-7205**.