



1 AMSOIL Center  
Superior, WI 54880  
P: 715.392.7101  
F: 715.392.5225  
AMSOIL.com

June 1, 2025

## EMPLOYMENT OPPORTUNITY and AFFIRMATIVE ACTION Statement of Policy

AMSOIL INC. maintains a continuing policy of non-discrimination in employment. It is AMSOIL's policy to provide equal employment opportunity and access for all persons, without regard to race; color; national origin; sex; pregnancy, childbirth or related medical conditions; sexual orientation; gender identity; religious practices and observances, disability; status as a protected veteran or spouse/family member of a protected veteran, or any other characteristic protected by law, in all phases of the employment process and in compliance with applicable federal, state and local laws and regulations. This policy of non-discrimination shall include, but not be limited, to the following employment decisions and practices: hiring; promotions; demotions or transfers; layoffs; recalls; terminations; rates of pay or other forms of compensation; selection for training, including apprenticeship; and recruitment or recruitment advertising.

Employees and applicants of AMSOIL will not be subjected to any form of harassment or discrimination for exercising rights protected by, or because of their participation in an investigation or compliance review related to, the Americans With Disabilities Act, Section 503 of the Rehabilitation Act of 1973, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, the Veterans Employment Opportunities Act of 1998, or any other federal or state non-discrimination law, rule, or regulation. Such rights include protection against discrimination on the basis of a person's relationship or association with a protected veteran. As a federal contractor and as required by law, AMSOIL also maintains affirmative action programs to implement its equal employment opportunity policy for individuals with disabilities and protected veterans. Employees or applicants who wish to review the full narrative portion of AMSOIL's affirmative action program for individuals with disabilities or protected veterans may schedule an appointment to do so by contacting the HR Director during normal business hours.

Individuals with questions regarding this policy or who believe in good faith that they have been subjected to, witnessed, or otherwise learned of conduct prohibited by this policy by anyone, including managers, coworkers, suppliers, vendors, contingent workers, or customers, should immediately follow the Complaint Procedure outlined in the Employee Handbook's Harassment, Discrimination, and Retaliation Prevention policy. As detailed in that policy, the Company will continue to direct management personnel to take such action as may be required to prevent behavior prohibited by this policy. All matters will be investigated, and appropriate disciplinary action will be taken, up to and including termination of employment, if necessary. Retaliation against anyone who complains of or witnesses behavior contrary to this policy is also prohibited.

The AMSOIL President fully supports and is committed to the principles of Equal Employment Opportunity. In order to appropriately disseminate and implement these policies and programs throughout the organization, I have appointed Dawn Erickson, HR Director, as the EEO Coordinator. One of the EEO Coordinator duties will be to establish and maintain an internal audit and reporting system to allow for effective measurement of AMSOIL's Programs.

