



E & B Paving, Inc.

ASPHALT PAVING CONTRACTORS

Affirmative Action Plan

E & B Paving, Inc. is committed to its Equal Employment Opportunity Policy. This includes a commitment to following the guidelines established in Executive Order #11246, as amended; Section 402 of the Vietnam Veterans Readjustment Assistance Act of 1994; and Section 503 of the Rehabilitation Act of 1973.

The company has an Equal Employment Opportunity Officer who is responsible to implement the company's EEO programs. This officer will coordinate the programs, advise and assist management and other key officials of the company; and will prepare and present periodic reports and shall make appropriate recommendations along these lines. The person in the company who has been assigned these responsibilities is Phil Dockter, 286 W 300 N, Anderson, IN., 46012, (765) 643-5358. His name, address and telephone number will be posted on the bulletin boards at all the area offices and job site offices so that he may be reached concerning Equal Employment Opportunity matters.

The company will take appropriate steps to assure that all employees and applicants are advised of this policy of nondiscrimination and of the company's interest in actively, and affirmatively providing Equal Employment Opportunity through the following actions:

A. Notices and posters setting forth the company's Equal Employment Opportunity Policy will be placed in areas readily accessible to the employees, applicants for employment, and potential employees;

B. All management and key personnel in a position to implement this policy, including those involved in training, recruitment, and other personnel activities, will be fully advised through the company's EEO Officer of the company's EEO policy and of their responsibility with respect to it;

C. The company will make periodic checks to assure total application of the EEO policy.

Hiring, promotion and transfer will be done without regard to race, age, color, religion, National Origin, sex, ancestry, disability, qualified disabled Veterans, or veterans of the Vietnam era. Supervisors will inform employees annually of any promotional opportunities.

The company will require that layoffs, termination's, down grading, and recall from layoffs are made without regard to race, age, color, religion, National Origin, sex, ancestry, disability, qualified veterans, or veterans of the Vietnam era.



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In carrying out its Affirmative Action Policy of providing Equal Employment Opportunity, the company will insure that no employee will be discriminated against for reasons of race, age, color, religion, National Origin, sex, ancestry, disability, qualified disabled veterans, or veterans of the Vietnam era, with regard to:

- A. Compensation;
- B. Fringe Benefits;
- C. Layoffs or Recalls;
- D. Termination's;
- E. Overtime Work;
- F. Promotions;
- G. Transfer;
- H. Training;
- I. Any other matters pertaining to employee/employer relationships.

Women will not be penalized in their conditions of employment because they require time away from work due to childbearing. They will be granted a leave of absence for a reasonable period of time and returned to the same position and pay which that was held before the leave.

It will be the policy of E & B Paving, Inc. to accommodate the religious observances and priorities of an employee, unless E & B Paving, Inc. is unable to reasonably accommodate to an employee's or prospective employee's religious observance or priorities, with undue hardship on the conduct of its business.

The company will continue to recruit prospective employees without regard to race, age, color, religion, National Origin, sex, ancestry, disability, qualified disabled veterans, or veterans of the Vietnam era, as follows:

- A. By stating in all newspaper advertising for "Help Wanted" that the company is a Equal Opportunity Employer (AA/F/M/V/H);
- B. By the company's supervisory and the EEO Officer personally and in writing, notifying sources of potential employees, such as employment agencies (private and governmental), unions, schools, and minority group organizations;
- C. By using company minority group personnel in recruitment when there is a need for additional personnel;
- D. By continued efforts to negotiate for Equal Employment Opportunity clauses in the company's labor contracts.

The company will continue its support of apprenticeship programs as follows:



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A. By notifying all of our employees of available programs without regard to race, age, color, religion, National Origin, sex, ancestry, disability, qualified disabled veterans, or veterans of Vietnam era;

B. By notifying aforementioned potential sources of employees of available programs and providing assistance to interested persons in gaining admission;

C. By using apprentices on projects where the company deems feasible.

The company will continue its on the job training programs on an Equal Employment Opportunity basis and will continue to upgrade its employees without regard to race, age, color, religion, National Origin, sex, ancestry, disability, qualified disabled veterans, or veterans of the Vietnam era.

Subcontractors will be advised that the company is an Equal Opportunity Employer and that the company will encourage them to follow as an Equal Opportunity Employer. All subcontracts shall contain an Equal Opportunity Clause.

Through continuous intra-company training, we will instruct all supervisory personnel to request all referrals for employment without regard to race, age, color, religion, National Origin, sex, ancestry, disability, qualified disabled veterans, or veterans of the Vietnam era.

Specific grievance procedures are spelled out in the respective union contracts. Access to these documents by our employees is open. Copies can be obtained from the local union, the union steward, or the main office of E & B Paving, Inc. In any case, all employees are free to contact the EEO Officer, without fear of any retaliation, regarding any complaints alleging discrimination of any type.

**Phil Dockter
EEO Officer
765.643.5358 (Office)
765.623.1341 (Mobile)
317.844.6376 (Home)**

5 February 2008