



Equal Opportunity Statement

Leadpoint is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, color, creed, religion, national origin, ancestry, citizenship status, age, sex or gender (including pregnancy, childbirth and pregnancy-related conditions), gender identity or expression (including transgender status}, sexual orientation, marital status, military service and veteran status, physical or mental disability, genetic information, or any other characteristic protected by applicable federal, state or local laws and ordinances. Leadpoint's management team is dedicated to this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, associate activities, access to facilities and programs and general treatment during employment.

Leadpoint will endeavor to make a reasonable accommodation of an otherwise qualified applicant or associate related to an individual's: physical or mental disability; sincerely held religious beliefs and practices; and/or any other reason required by applicable law, unless doing so would impose an undue hardship upon Leadpoint's business operations.

Any applicant or associate who needs an accommodation in order to perform the essential functions of the job should contact the Manager to request such an accommodation. The individual should specify what accommodation is needed to perform the job and submit supporting documentation explaining the basis for the requested accommodation, to the extent permitted and in accordance with applicable law. Lead point then will review and analyze the request, including engaging in an interactive process with the employee or applicant, to identify if such an accommodation can be made. Leadpoint will evaluate requested accommodations, and as appropriate, identify other possible accommodations, if any. The individual will be notified of Leadpoint's decision regarding the request within a reasonable period. Leadpoint treats all medical information submitted as part of the accommodation process in a confidential manner.

Any associates with questions or concerns about equal employment opportunities in the workplace are encouraged to bring these issues to the attention of the Manager. Lead point will not allow any form of retaliation against individuals who raise issues of equal employment opportunity. If associates feel they have been subjected to any such retaliation, they should contact the Manager.

To ensure our workplace is free of artificial barriers, violation of this policy including any improper retaliatory conduct will lead to discipline, up to and including discharge. All associates must cooperate with all investigations conducted pursuant to this policy.