

## Policy Statement

[60-741.44(a)]

### Affirmative Action for Individuals with Disabilities

It is the policy of TEC Equipment, Inc. not to discriminate against any employee or applicant for employment because of mental or physical disability, in regard to any position for which the employee or applicant is qualified, and to take affirmative action to employ and advance in employment qualified individuals with disabilities at all levels of employment, including the executive level.

An "individual with a disability" includes any person who has a physical or mental impairment that substantially limits one or more of that person's major life activities, has a record of such an impairment, or is regarded as having such an impairment.

We recognize our obligation to communicate this policy in such a manner as to foster understanding, acceptance, and support among our managers, supervisors, and other employees.

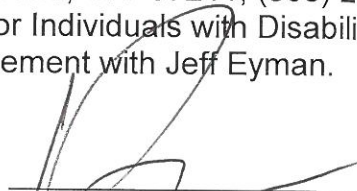
We are committed to personnel practices that recruit, hire, train, and promote persons in all job titles. We make good faith efforts so that all personnel actions are administered without regard to disability, and that employment decisions are based only on valid job requirements.

We have implemented an audit and reporting system to assist our organization in: measuring the effectiveness of this Program; indicating the need for remedial actions; determining the degree to which our objectives are being attained; determining whether individuals with known disabilities are able to participate in TEC Equipment-sponsored educational, training, recreational, and social activities; and otherwise measuring our compliance with our Affirmative Action Program.

Our policy is that employees and applicants will not be subjected to harassment, intimidation, threats, coercion, or discrimination for filing a complaint, assisting or participating in an investigation, or any other activity related to the administration of section 503 or any other Federal, State, or local law requiring equal opportunity for individuals with disabilities.

Jeff Eyman, Chief Human Resources Officer, has been appointed EEO Coordinator and is assigned responsibility for implementing this Program. He has the necessary top management support for implementation of the Affirmative Action Plan and may be reached at 750 NE Columbia Blvd., Portland, OR 97211, (503) 247-4623. Appropriate sections of the Affirmative Action Plan for Individuals with Disabilities may be examined during regular business hours by arrangement with Jeff Eyman.

As of January 1, 2019



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David A. Thompson  
Chief Executive Officer

## Policy Statement

### Affirmative Action Program

The management team of TEC Equipment, Inc. believes that our employees are a key ingredient in achieving our Company vision and mission. This policy statement is intended to remind employees that our policy is to not discriminate in employment. We take affirmative action so that discrimination does not occur on the basis of race, color, sex, sexual orientation, gender identity, religion, national origin, physical or mental disability, or veteran's status. Employment decisions will be made so as to further the principle of equal employment opportunity.

TEC Equipment strives to hire, recruit, train, and promote employees in job classifications without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, disability, or veteran's status. Employment decisions, such as compensation, benefits, transfers, layoffs, return from layoffs, training, TEC Equipment-sponsored education, tuition assistance, social, and recreation programs will be administered without discrimination. Only valid job requirements will be imposed for promotional opportunities, so that promotion decisions are in accordance with the principles of equal employment opportunity.

TEC Equipment also prohibits any harassment of employees based on race, color, sex, sexual orientation, gender identity, religion, national origin, disability, or veteran's status. Any incidents of harassment should be reported immediately to management or Human Resources. Reports will be investigated and appropriate disciplinary action will be taken, which may include discharge, if prohibited harassment is found to have occurred.

TEC Equipment prohibits discrimination of applicants and employees based on inquiring about, disclosing, or discussing their compensation or the compensation of other applicants or employees.

Each manager, supervisor, and employee is responsible for carrying out our equal employment policy. Overall responsibility is assigned to Jeff Eyman, Chief Human Resources Officer, who may be reached at 750 NE Columbia Blvd., Portland, OR 97211, (503) 247-4623. He will monitor compliance with this policy and will report to me on a regular basis.

As of January 1, 2019



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David A. Thompson  
Chief Executive Officer