



Equal Employment Opportunity 41 CFR §60-1.4

TO: All Employees and Applicants

FROM: David Hample, Chief Executive Officer

DATE: September 1, 2011

It is the ongoing policy and practice of Montrose Memorial Hospital to provide equal opportunity in employment to all employees and applicants. No person shall be discriminated against in any condition of employment because of race, color, national origin, sex, religion, age, disability, or veteran status.

The policy of equal employment opportunity (EEO) shall apply to all terms, conditions, and privileges of employment, including hiring, probation, testing, training and development, promotion, transfer, compensation, benefits, educational assistance, termination, layoffs, social and recreational programs, and retirement. Montrose Memorial Hospital is committed to making employment decisions based on valid requirements, without regard to race, color, national origin, sex, religion, age, disability, or veteran status. Montrose Memorial Hospital will analyze its personnel actions rigorously to ensure compliance with this policy.

Montrose Memorial Hospital's EEO coordinator is Kathy McKie, HR Director. She is responsible for compliance with state and federal EEO laws and affirmative action regulations. She is also responsible for implementing Montrose Memorial Hospital's Affirmative Action Plan (AAP), including equal employment practices, monitoring, and internal reporting. If you believe you have not been treated in accordance with this policy, please contact the EEO Officer. Our AAP for Veterans and the Disabled is available to you in her office during regular office hours or by appointment. All employees and applicants for employment are protected, by both company policy and equal employment opportunity/affirmative action regulations and law, from coercion, intimidation, interference, or discrimination for filing a complaint or assisting in an investigation.

I personally endorse the policy of equal employment opportunity. I ask your continued assistance and support in maintaining an environment that reflects Montrose Memorial Hospital's commitment to equal employment opportunity and affirmative action. All personnel with responsibility for employment and personnel decisions are directed to perform their duties in accordance with this policy.