

**POLICY STATEMENT ON BEHALF OF PROTECTED VETERANS
AND INDIVIDUALS WITH A DISABILITY – 41 CFR §§ 60-
300.44(A), 741.44(A)**


August 1, 2021

It is the policy of Dixie Chemical Company, Inc. (Dixie Chemical) to not discriminate against any employee or applicant for employment because he or she is a qualified individual with a disability, a disabled veteran, a newly separated veteran, a campaign veteran, or an armed forces service medal veteran (i.e., qualified protected veterans). It is also Dixie Chemical's policy to take affirmative action to employ and to advance in employment all persons regardless of their status as qualified individuals with disabilities or qualified protected veterans, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions including, but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, at all levels of employment.

Employees of and applicants to Dixie Chemical will not be subject to harassment, intimidation, threats, coercion, or discrimination because they have engaged or may engage in filing a complaint, assisting in a review, investigation, or hearing or have otherwise sought to obtain their legal rights related to any federal, state, or local law regarding equal employment opportunity for qualified individuals with disabilities or qualified protected veterans.

As Chief Executive Officer of Dixie Chemical, I am committed to the principles of affirmative action and equal employment opportunity. In order to ensure dissemination and implementation of equal employment opportunity and affirmative action throughout all levels of the company, I have selected the Human Resources Manager as the Equal Employment Opportunity (EEO) Coordinator for Dixie Chemical. One of his duties will be to establish and maintain an internal audit and reporting system to allow for effective measurement of the organization's programs.

To further our policy regarding affirmative action and equal employment opportunity, Dixie Chemical has developed a written Affirmative Action Program for Individuals with Disabilities and Protected Veterans that sets forth the policies, practices, and procedures, which we are committed to applying in order to ensure that our policy of non-discrimination and affirmative action for qualified individuals with disabilities and qualified protected veterans is accomplished. The Affirmative Action Program for Individuals with Disabilities and Protected Veterans is available for inspection by any employee or applicant for employment upon request, during normal business hours. Interested persons should contact the Human Resources Manager/EEO Coordinator at 281-291-3358.


William Doherty
Chief Executive Officer

REVIEW OF PERSONNEL PRACTICES – 41 CFR §§ 60-300.44(B), 741.44(B)

Dixie Chemical reviews its personnel processes to determine whether its present procedures assure careful, thorough, and systematic consideration of the qualifications of individuals with disabilities and protected veterans. This review covers procedures related to the filling of job vacancies either by hire or promotion, as well as all available training opportunities. Based on its review of personnel processes, Dixie Chemical will modify those processes when necessary, and will include the development of new procedures in this Affirmative Action Program.

Dixie Chemical provides necessary reasonable accommodations to ensure applicants and employees with disabilities and disabled protected veterans receive equal opportunity in the operation of personnel processes. Dixie Chemical also ensures that its personnel processes do not stereotype individuals with disabilities or protected veterans in a manner that limits their access to jobs for which they are qualified.

When applicants or employees are selected for a hire, a promotion, or training, and Dixie Chemical undertakes any accommodation that makes it possible to place an individual with a disability or disabled veteran on the job, the organization will make a record containing a description of the accommodation. The record is treated with appropriate confidentiality and is not included in employee personnel files.

In determining the qualifications of veterans, Dixie Chemical limits its consideration of a qualified protected veteran's military record, including discharge papers, to only that portion of the record that is relevant to the specific job qualifications for which the veteran is being considered.