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January 7, 2000  
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SUBJECT

**Equal Employment Opportunity Policy**

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**1.0 PURPOSE**

To communicate Aramark’s commitment to ensure equal employment opportunity -- the right of all persons to work and to advance on the basis of skill and merit.

**2.0 SCOPE**

This Policy applies to the application process and employment of all employees of Aramark Corporation and its subsidiaries and affiliates (hereinafter “Aramark”).

**3.0 RESPONSIBILITY**

It is the fundamental responsibility of every management employee of Aramark to ensure that all employment-related activities are conducted in accordance with this Policy. In addition, Aramark business groups may designate their own Departments with responsibility for compliance with and implementation of this Policy, such as myHR.

**4.0 POLICY/PROCESS**

**4.1 Equal Employment Opportunity**

It is the policy of Aramark to recruit, hire, train, promote, transfer and terminate persons without regard to race, color, religion, national origin, age, sex, gender, pregnancy, disability, sexual orientation, gender identity, genetic information, military status, protected veteran status (specifically status as a disabled veteran, recently separated veteran, armed forces service medal veteran, or active duty wartime or campaign badge veteran), or any other classification protected by applicable federal, state or local law. In addition, Aramark will ensure that all other personnel actions such as compensation, benefits, lay-off, return from lay-off, company-sponsored training, education, tuition assistance, social and recreational programs are administered without regard to race, color, religion, national origin, age, sex, gender, pregnancy, disability, sexual orientation, gender identity, genetic information, military status, protected veteran status (specifically status as a disabled veteran, recently separated veteran, armed forces service medal veteran, or active duty wartime or campaign badge veteran), or any other classification protected by applicable federal, state or local law.

**4.2 Veterans and Individuals with Disabilities**

Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion, or discrimination because they have engaged in or may engage in:

- (1)** Filing a complaint or assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of Section 503 of the Rehabilitation Act of 1973, as amended (“Section 503”), the affirmative action provisions of the Vietnam Era Veterans’ Readjustment Assistance Act of 1974, as amended (“VEVRAA”), or any other applicable federal, state or local law requiring equal opportunity for individuals with disabilities, disabled veterans, recently separated veterans, armed forces service medal veterans, or active duty wartime or campaign badge veterans;
- (2)** Opposing any act or practice made unlawful by Section 503 or VEVRAA and their implementing regulations, or any other applicable federal, state or local law requiring equal opportunity for individuals with disabilities, disabled veterans, recently separated veterans, armed forces service medal veterans, or active duty wartime or campaign badge veterans; or
- (3)** Exercising any other right protected by Section 503 or VEVRAA or their implementing regulations.

#### **4.3 Anti-Harassment**

This Policy also prohibits conduct addressed in Aramark’s Policy Against Sexual Harassment & Other Workplace Harassment.

#### **4.4 Complaints**

**COMPLAINTS REGARDING VIOLATIONS OF THIS POLICY SHOULD BE REPORTED IMMEDIATELY TO YOUR SUPERVISOR. IF THIS IS NOT APPROPRIATE, THE COMPLAINT SHOULD BE MADE TO THE NEXT LEVEL OF MANAGEMENT OR, IN THE ALTERNATIVE, TO YOUR LOCAL, REGIONAL, OR BUSINESS UNIT HUMAN RESOURCES PROFESSIONAL. IF THIS TOO IS INAPPROPRIATE, THEN THE COMPLAINT SHOULD BE REPORTED TO myHR.**

**TO REACH myHR, CALL 1-844-441-6947 or ONLINE AT [myHR - Welcome to myHR](#)**

**EMPLOYEES MAY ALSO REPORT COMPLAINTS BY CALLING THE ARAMARK HOTLINE AT 1-877-224-0411 OR ONLINE AT [www.aramarkhotline.com](http://www.aramarkhotline.com).**

Any supervisor, manager, or Human Resources professional receiving a complaint regarding a violation of this Policy must immediately contact his/her immediate supervisor and/or next level HR professional. Failure to do so may result in disciplinary action, up to and including dismissal.

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<p data-bbox="276 283 600 315"><b>4.5 Responsive Action</b></p> <p data-bbox="373 357 1477 451">All complaints will be handled in a timely manner. Confidentiality will be maintained throughout the investigation to the extent permissible by law and to the extent this does not interfere with Aramark’s ability to investigate or to take appropriate corrective action.</p> <p data-bbox="373 493 1461 598">Any supervisor, manager or Human Resources professional who receives a complaint under this Policy and fails to notify the proper parties or take corrective action pursuant to this Policy will be subject to disciplinary action, up to and including dismissal.</p> <p data-bbox="373 640 1388 703">Any employee who is found, after an investigation, to have violated this Policy will be subject to appropriate disciplinary action, up to and including dismissal.</p> <p data-bbox="276 745 511 777"><b>4.6 Retaliation</b></p> <p data-bbox="373 819 1469 955">Intimidation, coercion, threats, retaliation or discrimination against any employee (or other person) for making a complaint under this Policy, assisting in an investigation, or reporting a violation of this Policy is prohibited. Anyone engaging in retaliation will be subject to disciplinary action, up to and including dismissal.</p> <p data-bbox="178 997 1015 1102"><b><u>Other related material:</u></b> <b>Business Conduct Policy</b> <b>Policy Against Sexual Harassment and Other Workplace Harassment</b></p>	