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Management Consulting, Inc. (MANCON)

EQUAL EMPLOYMENT OPPORTUNITY  
AFFIRMATIVE ACTION COMPLIANCE PROGRAM  
POLICY STATEMENT AND AFFIRMATIVE ACTION COMMITMENT

The undersigned, - Richard A. Clarke - President of Management Consulting, Inc. (MANCON), reaffirms that it is the policy of MANCON to:

1. Recruit, hire, train and promote persons in all job titles, without regard to race, color, religion, sex, national origin, age, handicap, or status as a special disabled veteran, Vietnam era veteran or other veteran.
2. Base decisions on employment so as to further the principle of equal employment opportunity and affirmative action.
3. Ensure that promotion decisions are in accord with principles of equal employment opportunity and affirmative action by imposing only valid requirements for promotional opportunities.
4. Ensure that all personnel actions, such as compensation, benefits, transfers, layoffs, return from layoff, company-sponsored training, education, tuition assistance, social and recreation programs, will be administered without regard to race, color, religion, sex, national origin, age, handicap, or status as a special disabled veteran, Vietnam era veteran or other veteran.
5. Conduct an active Affirmative Action Compliance Program to further the opportunities of females, minorities, special disabled veterans, Vietnam era veterans or other veterans, and handicapped individuals in our company and industry. An audit and reporting system will be established and analyzed data will be furnished to the undersigned.

Excerpts of the Affirmative Action Plan are available for employee review upon request. Employees should direct requests to their MANCON Site Managers Office.

Laura Sipes is MANCON's Equal Employment Opportunity (EEO) Coordinator in charge of the Affirmative Action Compliance Program (AACP) telephone (757) 460-6308. She will meet with the undersigned at least quarterly to discuss matters relative to EEO.

Richard A. Clarke  
President