

Genetic Information Nondiscrimination Policy

This company is an equal opportunity employer and we do not engage in practices that discriminate against any person employed or seeking employment based on an individual's genetic information. Genetic information discrimination is illegal and employees are protected from such conduct under Title VII of the Civil Rights Act of 1964 and the Title II of the Genetic Information Nondiscrimination Act (GINA).

GINA defines genetic information as information about an individual's genetic tests, genetic tests of a family member, and family medical history.

Genetic information does not include information about the sex or age of an individual or the individual's family members, or information that an individual currently has a disease or disorder. Genetic information also does not include tests for alcohol or drug use.

Title II of GINA prohibits use of genetic information in making decisions related to any terms, conditions, or privileges of employment, prohibits covered entities from intentionally acquiring genetic information, requires confidentiality with respect to genetic information (with limited exceptions), and prohibits retaliation.

GINA also extends protections to individuals with regard to health insurance. Title I of GINA prohibits health insurers from engaging in three practices:

- (1) using genetic information about an individual to adjust a group plan's premiums, or, in the case of individual plans, to deny coverage, adjust premiums, or impose a preexisting condition exclusion;
- (2) requiring or requesting genetic testing; and
- (3) requesting, requiring, or purchasing genetic information for underwriting purposes.

If you feel that you have been subjected to discrimination based on genetic information, by any person employed by or doing business with this company, please report the incident immediately to an HR manager.

Investigations and resolutions will be handled with as much privacy, discretion and confidentiality as possible without compromising diligence and fairness. Retaliation against the person filing the complaint is unlawful and will be subject to disciplinary action up to and including termination.

I have read and understand the above policy.

Signature _____

Date _____