# **EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION**

#### Scope:

This policy applies to all officers and employees of Central Bank & Trust Co. and its subsidiaries (hereinafter referred to as "the Bank").

#### Policy:

The Bank has been and will continue to be an Equal Opportunity Employer. Our sincere commitment to both effective business management and equitable treatment of our employees requires that we present this policy statement as an embodiment of that commitment. We require the cooperation of all managers, officers and employees in this program.

## I. POLICY STATEMENT

Employees are our most valuable resource, and our policy is that equal employment opportunity be provided to all present and prospective employees regardless of race, color, religion, gender, age, national origin, disability, protected veteran status, political affiliation, family genetic information, sexual orientation, gender identity or pregnancy. This policy applies to all levels of personnel administration including, but not limited to: recruiting, hiring, classification, compensation, benefits, promotions, transfers, training, layoffs, and all bank programs.

### II. HARASSMENT FREE

Central Bank & Trust Co. has had a long-standing commitment to provide a work environment free from all forms of unlawful harassment. Any substantiated incidents of unlawful harassment by a management employee or co-worker will result in immediate disciplinary action. It is the responsibility of every employee to bring to the bank's attention any evidence of unlawful harassment so that the matter can be promptly investigated and appropriate action taken. Employees may be assured that investigations will be handled in a confidential manner, and retaliation of any kind is expressly prohibited.

We will also not tolerate any unlawful harassment of employees because of disability. Employees and applicants will not be subject to unlawful harassment, intimidation, threats, coercion or discrimination because they have filed a complaint, assisted in any activity related to the administration of Section 503 of the Rehabilitation Act of 1963, as amended, or exercised any other protected right.

### III. AFFIRMATIVE ACTION

The bank has developed Affirmative Action Programs to help achieve its goal of equal employment opportunity for all. The Director of Human Resources has the overall responsibility for the implementation of our Affirmative Action Programs. If an employee has a question about the policy or feels that s/he has been a victim of discrimination or harassment, s/he should contact the Human Resources Director immediately. Pertinent portions of the Affirmative Action Programs are available for review by making arrangements through the Human Resources Department.

## IV. DISSEMINATION OF POLICY

The Equal Employment Opportunity policy statement will be posted on bulletin boards throughout each facility in conspicuous locations accessible to employees. The orientation program for new employees includes a review of this policy.

Euther Deaton/Chairman, President and CEO

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Date