



POLICY STATEMENT

On behalf of Charm Sciences, this is a statement of intention to make all reasonable efforts to live up to its Equal Opportunity policy and Affirmative Action Plan. The Plan has been prepared to accurately reflect the company's current status, its policies to date, and its intentions for the

[Redacted text]

1. _____ in

- 2. Basing decisions on employment so as to further the principle of equal employment opportunity;
- 3. Ensuring that promotion decisions are in accord with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities; and
- 4. Ensuring that all other personnel actions, such as compensation, benefits, transfers, layoffs, return from layoffs, company-sponsored training, education, tuition assistance, social and recreational programs, will be administered without discrimination.

Charm Sciences promises not to retaliate against any person who files a complaint concerning Equal Opportunity or Affirmative Action and will ensure that no one harasses, intimidates, threatens, coerces, or discriminates against any individual exercising rights under this policy.

The Persons with Disabilities and Veterans Affirmative Action Plan is available for inspection in

[Redacted text]

Alicia M. Sharpe
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Human Resources Manager

[Redacted text]