

## **Disability Accommodation Policy**

The Company complies with all applicable laws regarding the accommodation of disabilities and will make reasonable accommodations unless doing so would be an undue hardship. If you believe that you need an accommodation, you must advise Human Resources of the nature of your work restrictions and the nature of accommodations you believe are necessary to enable you to perform the essential functions of your job. Human Resources will work with you and your supervisor to determine reasonable accommodations that may be available and which do not cause an undue hardship to the Company. Documentation from a health care provider supporting your need, duration, frequency and the nature of your work restrictions in connection with your requested accommodation will be required as part of this process. Employees are required to cooperate with the Company as part of this interactive process. Any information regarding a disability will be kept confidential to the extent required by law.