

GENTEX Corporation

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**EQUAL EMPLOYMENT OPPORTUNITY FOR
INDIVIDUALS WITH DISABILITIES AND PROTECTED VETERANS**


It is the policy of Gentex Corporation not to discriminate against any employee or applicant for employment because he or she is an individual with a disability or disabled veteran, Armed Forces service medal veteran, recently separated veteran, or active duty wartime or campaign badge veteran, or thereafter referred collectively as "protected veterans". It is further the policy of Gentex Corporation to take affirmative action to employ and to advance in employment, all persons regardless of their status as individuals with disabilities or protected veterans, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation and selection for training, including apprenticeship, at all levels of employment.

Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have engaged in or may engage in any of the following activities: (1) Filing a complaint; (2) Assisting or participating in an investigation, compliance evaluation, hearing, or any other activity related to the administration of Section 503 of the Rehabilitation Act of 1973, as amended (Section 503) or any other Federal, State or local law requiring equal opportunity for individuals with disabilities; (3) Opposing any act or practice made unlawful by section 503 or its implementing regulations in this part or any other Federal, State or local law requiring equal opportunity for disabled persons; or (4) Exercising any other right protected by section 503 or its implementing regulations in this part.

As President of Gentex Corporation, I am committed to the principles of Affirmative Action and Equal Employment Opportunity. In order to ensure dissemination and implementation of equal employment opportunity and affirmative action throughout all levels of the company, I have selected The Director of Human Resources, Tim Tyler, as the Equal Employment Opportunity (EEO) Manager for Gentex Corporation, responsible for overall coordination and implementation of this policy. This responsibility includes the establishment and implementation of such procedures and practices as are necessary to carry out the policy; conducting regular review of the programs and practices to ensure the required affirmative actions for individuals with disabilities and protected veterans are being implemented; and when required, exercising authority in the resolution of any problems which may arise.

In implementing this policy, reasonable accommodation is made to the physical and mental limitations of applicants or employees. Only in situations where it can be clearly demonstrated that such accommodation would impose an undue hardship on the conduct of the Company's business are such efforts delimited. That is, within the constraints imposed by business necessity and reasonable financial costs, reasonable effort is made to modify as necessary the functional requirements of the job in question to accommodate the disabilities or limitations of the disabled individual or disabled veteran.

Each manager will be held accountable for affirmative action within his/her own area of responsibility. Additionally, each Facility's Human Resources Manager is responsible for compliance with state and federal EEO laws and affirmative action regulations.



L.P. Frieder, III
President & CEO