



GOODHEART-WILCOX PUBLISHER DIVERSITY & EEO STATEMENT

Goodheart-Willcox benefits from employees with different backgrounds. Some of the ways employees may differ are: personality styles, education, age, gender, socioeconomic background, cultural background, race, religion, family situation, physical abilities, and lifestyles.

A diverse workforce is a reflection of a changing world and marketplace. The workforce of today and tomorrow is and will be much more diverse than in the past. Bringing people from many backgrounds together in the workplace provides a greater diversity of talents, skills, ideas, and viewpoints. Goodheart-Willcox welcomes this diversity, as organizations that have a diverse workforce are most likely to thrive well into the future. However, a diverse workforce requires employees to work with coworkers of varied backgrounds. The Company must develop ways to maximize the potential of each employee.

A diverse workforce benefits the Company by creating a workplace where all employees have opportunities and feel good about their jobs. When employees' diversity is seen as an asset and employees are accepted for who they are and what they are capable of accomplishing, the Company can attract and retain great employees; maximize productivity; enhance the reputation of the Company; and improve decision making by having more viewpoints and choices.

A diverse workforce benefits employees because people are the happiest and most productive when they can be themselves. In a workplace that values differences, people are valued as individuals and are not defined by stereotypes; employees are encouraged to discuss issues and resolve conflicts; employees acquire new skills through coaching, education, and shared knowledge among coworkers; and employees' needs and input are valued in developing job structures, work processes, conditions, and benefits.

The success of the Company is dependent upon the contributions of all its workers. In order to promote a fair and diverse workplace, employees must be open to the opinion of others, especially when dealing with issues and people who may not always agree with their personal beliefs and values.

It is important to overcome bias and stereotypes. Every individual is unique and employees must talk to each other, hear each other, and work together for the success of the Company. Employees must recognize that they are interdependent and all must work together to accomplish goals.

Goodheart-Willcox Publisher is an Equal Opportunity employer. It is the policy of Goodheart-Willcox to give equal opportunity to all qualified individuals without regard to race, color, religion, gender, pregnancy, age, national origin, ancestry, marital status, sexual orientation, gender identity, disability, order of protection status, genetic information, status as a veteran of the Vietnam era, military status, or any other status protected by applicable law.

All employment practices shall provide that all individuals be recruited, hired, trained, assigned, advanced, compensated, and retained on the basis of their qualifications and other business-related criteria, and job performance only, and treated equally in all other respects without regard to their status as a member of any protected class under applicable law. It shall be the responsibility of every supervisor and management team member to further the implementation of this policy and ensure compliance by his or her subordinates.

Supervisory and management personnel, as well as those responsible for hiring new employees, must take affirmative action in the elimination of any possible discrimination toward employees and applicants for employment with Goodheart-Willcox in all categories and levels of employment and employee relations.

Any employee who believes this policy has been violated should report the situation to his/her supervisor/manager or Human Resources. All such matters will be held in confidence to the fullest extent possible, thoroughly investigated, and rectified if a policy violation is identified.