



## **Equal Employment Opportunity • Non-Discrimination Policy**

EDN is an equal opportunity employer. This means that employment decisions at EDN are based on job-related qualifications and skills. EDN is committed to recruiting and hiring qualified employees without regard to race, ancestry, color, sex, marital status, family responsibilities, sexual orientation, gender identity or expression, genetic information, personal appearance, political affiliation, age, religion, national origin, veteran status, citizenship, disability or any other trait protected under applicable local, state or federal law.

If any employee or applicant for employment self-identifies a sensory, physical or mental condition that is a disability and for which he or she needs some accommodation in order to perform the essential functions of the job in question, EDN will explore with the employee or applicant reasonable accommodation that would enable him or her to perform the essential functions of the job. In such situations, EDN will make reasonable accommodations if they can be achieved without undue hardship. Employees or applicants who have sensory, physical or mental conditions that are disabilities and who require accommodation should make that fact known to their supervisor or office manager. However, an applicant or employee need not disclose the existence of the condition to EDN unless an accommodation is sought.

EDN will also make reasonable accommodations for an employee whose ability to perform the functions of her job is affected by pregnancy, childbirth, related medical conditions, or breastfeeding unless doing so would result in undue hardship. EDN will make reasonable accommodations for the religious observances and practices of an employee or prospective employee unless doing so would result in an undue hardship. Employees who believe that they may require an accommodation should discuss these needs with their supervisor or office manager.