



Corporate Office: 35 Plains Road • Essex, Connecticut 06426 • Telephone: (860) 767-4414  
Mailing Address: P.O. Box 950 • Essex, Connecticut 06426

IX-1

## ESSEX SAVINGS BANK

### POLICY STATEMENT

Federal and State law prohibit employment discrimination. It is the policy of Essex Savings Bank when recruiting, hiring, promoting and terminating employees to try and comply with those laws which prohibit discrimination as to race, color, religious creed, sex, age, marital status, national origin, ancestry, genetic information, gender identity or expression, sexual orientation, present or past history of physical or intellectual disability, including, but not limited to, blindness, or status as a veteran, status as a special disabled veteran, Vietnam Era veteran, or other protected veteran.

As President & Chief Executive Officer, I reaffirm that the above policy and the Affirmative Action Program executed simultaneously herewith reflect Essex Savings Bank's attitude and its intention to:

1. Recruit, hire, train and promote for all job classifications without regard to race, color, disability, religion, gender, age or national origin.
2. Base decisions on employment so as to further the principles of equal employment opportunity.
3. Insure that promotion decisions are in accord with the principles of equal employment opportunity.
4. Insure that all other personnel actions, such as compensation, benefits, transfers, terminations, Bank sponsored training, education tuition assistance, social and recreational programs, will be administered without regard to race, color, disability, religion, gender, age or national origin.
5. Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have: (1) filed a complaint; (2) assisted or participated in an investigation, compliance review hearing or any other activity related to the administration of any Federal, State or Local law requiring equal opportunity; (3) opposed any act or practice made unlawful by any federal, state or local law requiring equal opportunity or (4) exercised any other right protected by Federal, State or Local law requiring equal opportunity.

Essex Savings Bank in compliance with Executive Order 11246, as amended, the Rehabilitation Act of 1973, as amended, and the Vietnam Era Veterans Readjustment Act of 1974, as amended, maintains written Affirmative Action Programs.


The elements of the Executive Order 11246, as amended, Affirmative Action Plans are available upon request. The Affirmative Action Plans developed in compliance with Section 503 of the Rehabilitation Act of 1973, as amended, and 38 USC 4212 of the Vietnam Era Veterans Rehabilitation Act, as amended, are available for inspection upon request. Information relevant to these plans is available at the Human Resources Division during established business hours.

Essex Savings Bank will take all necessary steps to insure that no person intimidates, threatens, coerces, or discriminates against any individual for the purpose of interfering with the filing of a complaint, furnishing information, or assisting or participating in any manner in an investigation, compliance review, hearing, or other activity related to the administration of the Act.

Overall responsibility for directing and implementing the policy enunciated herein and the Affirmative Action Program has been assigned to Laureen A. Sullivan, VP/Corporate Secretary/Administration Manager, who serves as the Equal Employment Opportunity Coordinator. This policy has the full backing and support of the President & Chief Executive Officer of the Bank, Gregory R. Shook, and support of all employees is expected.

This notice is a general statement of policy and no more. It does not constitute a term or provision of any contract of employment or implied contract of employment between Essex Savings Bank and any individual employee, nor does it create contractual obligations on behalf of Essex Savings Bank to any person. No person at Essex Savings Bank has the authority to make a commitment of guaranteed or continuing employment, and neither this notice nor any other Essex Savings Bank publication should be understood to make any such guarantee.

Essex Savings Bank

By   
Gregory R. Shook  
President & CEO

Dated 10/1/2018



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## STATEMENT OF CORPORATE POLICY CONCERNING PROTECTED VETERANS AND INDIVIDUALS WITH DISABILITIES

It has been a long-standing policy of Essex Savings Bank to employ and promote qualified personnel without discrimination against any employee or applicant for employment because of a physical or mental disability or protected veteran status.


Our policy is to recruit, hire, train and promote persons in all job titles, and to ensure that all other personnel actions are administered without regard to disability or protected veteran status, and to ensure that all employment decisions are based only on valid job requirements. Our Affirmative Action Program provides for an audit and reporting system.

From time to time, the Bank studies existing physical barriers and safety hazards to veterans and disabled individuals so that we may make reasonable accommodation to physical and mental limitations of employees and applicants, consistent with required job qualifications and the effective operation of the business.

All applicants or employees who are disabled or protected veterans, and who wish to benefit from the program, are invited to identify themselves to the Bank. Such information is voluntarily provided, is kept confidential, and will not subject the person to any adverse treatment. Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion, or discrimination because they have (1) filed a complaint; (2) assisted or participated in an investigation, compliance evaluation, hearing, or other activity related to the administration of the affirmative action provisions of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (VEVRAA) or any other Federal, State or Local law requiring equal opportunity for disabled veterans, recently separated veterans, other protected veterans or Armed Forces service medal veterans; (3) opposed any act or practice made unlawful by VEVRAA or its implementing regulations in this part or any other Federal, State or Local law requiring equal opportunity for disabled veterans, recently separated veterans, other protected veterans or Armed Forces service medal veterans (4) or exercised any right protected by VEVRAA or its implementing regulations.

To ensure the effectiveness of this Affirmative Action Program, the Bank has appointed Lauren A. Sullivan, VP/Corporate Secretary/Administration Manager; as the Officer for affirmative action for individuals with disabilities, disabled veterans, and covered veterans. A copy of this affirmative action plan may be inspected during normal business hours by contacting her.

Essex Savings Bank

By   
Gregory R. Shook  
President & CEO

Dated 10/1/2018