

A NOTICE AND INVITATION TO ALL EMPLOYEES AND APPLICANTS

THE PARTNERS OF ENNEAD ARCHITECTS, LLP

AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY POLICY

STATEMENT

Ennead Architects LLP has been and will continue to be an equal opportunity employer. To assure full implementation of this equal employment policy, we will take steps to assure that:

- a. Persons are recruited, hired, assigned and promoted without regard to race, religion, color, national origin, citizenship, sex, veteran's status, age, disability, sexual orientation, gender identity, or any other characteristic protected by law.
- b. All other personnel actions, such as compensation, benefits, transfers, layoffs and recall from lay-offs, access to training, education, tuition assistance and social recreation programs are administered without regard to race, religion, color, veteran's status, national origin, citizenship, sex, age, disability, sexual orientation, gender identity, or any other characteristic protected by law.
- c. 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 employment 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.

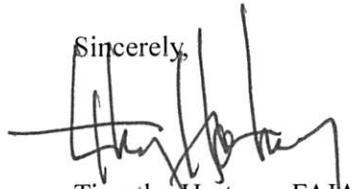
The Partners have appointed Jamie Weisberg, Director of Human Resources, to take on the responsibilities of EEO Coordinator. As EEO Coordinator, she will be responsible for the day to day implementation and monitoring of this Affirmative Action Plan. As part of that

responsibility, she will periodically analyze the Company's personnel actions and their effects to insure compliance with our equal employment policy.

If you, as one of our employees or as an applicant for employment, have any questions about this policy or would like to be considered under our Affirmative Action Plan, please see Jamie Weisberg during regular business hours.

I have reviewed and fully endorse our Affirmative Action and Equal Employment Opportunity program. In closing, I ask the continued assistance and support of all of the Company's personnel to attain our objective of equal employment opportunity for all.

Sincerely,

A handwritten signature in black ink, appearing to read 'Timothy Hartung', written over the word 'Sincerely,'.

Timothy Hartung, FAIA
PARTNER

This Affirmative Action Program is effective from 1/1/15 TO 12/31/15.