

**STATE OF OHIO  
AFFIRMATIVE ACTION PROGRAM**

**To: All Employees**

**FROM: Kathleen Gill**

**DATE: 2/5/2013 2:14:50 PM**

**SUBJECT: Equal Employment Opportunity and Affirmative Action Policy Statement**

It is the policy of the The Publishing Group Ltd to ensure equal employment opportunity in accordance with the Ohio Revised Code 125.111 and all applicable federal regulations and guidelines. Employment discrimination against employees and applicants due to race, color, religion, sex (including sexual harassment), national origin, disability, age (40 years old or more), military status, or veteran status is illegal.

The Publishing Group Ltd managers and employees will comply with state and federal equal employment laws, rules, regulations and guidelines. This policy statement will be disseminated to all employees, various recruitment sources and will be displayed on all construction job sites and business locations. Any employees that deliberately violate this policy will be subject to disciplinary action.

Persons who believe The Publishing Group Ltd has discriminated against them may file a discrimination complaint with Lynn Leitch. The EEO Representative has full authority to manage issues involving employment discrimination.

**Point of contact to file allegations of discrimination:**

Company's EEO Representative: Lynn Leitch

Location: 781 Northwest Blvd Suite 202 Columbus OH 43212

Phone Number: 614-572-1259

E-Mail Address: [lleitch@cityscenemediagroup.com](mailto:lleitch@cityscenemediagroup.com)