

EQUAL EMPLOYMENT OPPORTUNITY (EEO) POLICY

Cortec is committed to a work environment in which all individuals are treated with respect and dignity. Everyone has the right to work in a professional atmosphere that promotes equal employment opportunities and prohibits discriminatory practices, including harassment and retaliation. Therefore, the Company expects that all relationships among people in the workplace will be professional in nature and free of bias, prejudice, and harassment.

All policies and decisions pertaining to hiring, assignment, training, compensation, promotion, transfer, layoff, termination of employment, and any other terms and conditions of employment are made without regard to race, color, creed, religion, national origin, sex (including pregnancy, childbirth, breastfeeding or related medical conditions), marital status, status with regard to public assistance, familial status, membership or activity in a local commission, disability (physical or mental), sexual orientation, gender identity, gender expression, genetic information, age, military or veteran status, or any other characteristic protected under federal, state or local law.

The Company prohibits retaliation against any individual who in good faith reports discrimination or participates in an investigation of such reports. Retaliation against an individual for reporting discrimination or for participating in an investigation of a claim of discrimination is a serious violation of this policy and, like discrimination itself, may be subject to disciplinary action up to and including termination.

The Company asks employees to make a timely complaint of any policy violations to enable the Company to investigate and correct any behavior that may be in violation of this policy. Additionally, the Company requires management employees to immediately report any incident or action they believe may be in violation of this policy. If you believe there has been a violation of the EEO policy, please use the following complaint procedure.

Report the incident to Human Resources, who will investigate the matter and take appropriate corrective action. Any reported allegations of discrimination or retaliation will be investigated promptly, thoroughly, and impartially. The investigation may include individual interviews with the parties involved and, where necessary, with individuals who may have observed the alleged conduct or may have another relevant knowledge.

As stated above, the Company prohibits retaliation against an employee for filing a good faith complaint under this policy or for assisting in a complaint investigation. If an employee perceives they have been retaliated against for making a complaint or for their participation in the investigation, they are encouraged to follow the complaint procedure outlined above. The situation will be investigated. Confidentiality will be maintained throughout the investigatory process to the extent consistent with adequate investigation procedures.

I have appointed Lisa Wagner to manage the Equal Employment Opportunity Program. This person's responsibilities will include monitoring all Equal Employment Opportunity activities and reporting the effectiveness of this Affirmative Action Program, as required by Federal, State and Local agencies. I will receive and review reports on the progress of the program. Any employee or applicant may inspect our Affirmative Action Program during normal business hours by contacting the EEO Coordinator.

If any employee or applicant for employment believes he or she has been treated in a way that violates this policy, they should contact either Lisa Wagner at Cortec Corporation, 4119 White Bear Parkway, St. Paul, MN 55110 or 651-429-1100 x1132, or any other representative of management. Responsible parties will investigate allegations of discrimination or harassment as confidentially and promptly as possible, and we will take appropriate action in response to these investigations.



Boris Miksic, President, and CEO