

<p align="center"> CITY OF URBANA HUMAN RELATIONS DIVISION 400 SOUTH VINE ST. URBANA, ILLINOIS 61801 (217) 384-2455 (phone); 328-8288 (fax) hro@urbanaindinois.us </p>	Office Use Only (08/15)	
	Requested by:	Date:
	Approved by:	Date:
	Certification Date:	
	Certificate Expiration Date:	

EQUAL EMPLOYMENT OPPORTUNITY (E.E.O.) WORKFORCE STATISTICS FORM

Please complete the sections below as instructed. Failure to properly complete this form may result in a delay or denial of eligibility to bid or do business with the City of Urbana.

Section I. Identification

I. Company Name and Address:

Name: PIERCE MANUFACTURING, INC.

d/b/a:

Address: 2600 AMERICAN DRIVE

City/State/Zip: APPLETON, WI 54912

Telephone Number(s) include area code: 920-832-3000

Check one of the following

Corporation	<input checked="" type="checkbox"/>	Partnership	<input type="checkbox"/>	Individual Proprietorship	<input type="checkbox"/>	Limited Liability Corp.	<input type="checkbox"/>
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FEI Number: 39-0139830 Social Security Number:

2. Name and Address of the Company's Principal Office (answer only if not the same as above)

Name: N/A

Address: N/A

City/State/Zip: N/A

3. Major activity of your company (product or service): FIRE & EMERGENCY EQUIPMENT

4. Project on which your company is bidding:

5. City of Urbana contact staff assigned to contract:

SECTION II. Policies and Practices

Description of EEO Policies and Practices		YES	NO
A.	Is it the Company's policy to recruit, hire, train, upgrade, promote and discipline persons without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual preference, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income?	X	
B.	Has someone been assigned to develop procedures, which will assure that the EEO policy is implemented and enforced by managerial, administrative, and supervisory personnel? If so, please indicate the name and title of the official charged with this responsibility. Name: <u>JACKIE Nystrom</u> Title: <u>Director, Human Resources</u> Telephone: <u>920-832-3014</u> Email: <u>jnystrom@piercemfg.com</u>	X	
C.	Does the company have a written Equal Employment Opportunity plan or statement? Note: If no, a copy of an E.E.O statement is enclosed. You must attach an EEO Statement in order to be considered eligible to do business with the City of Urbana. Questions? (217) 384-2455 or hro@city.urbana.il.us.	X	
D.	Has the company developed a written policy statement prohibiting Sexual Harassment? You must attach a copy of your company's Sexual Harassment Policy in order to be considered eligible to do business with the City of Urbana.	X	
E.	Have all recruitment sources been notified that the company will consider all qualified applicants without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income?	X	
F.	If advertising is used, does it specify that all qualified applicants will be considered for employment without regard to race, color, creed, class, national origin, religion, sex, age, marital status, mental and/or physical disability, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, prior arrest, conviction record, or source of income?	X	
G.	Has the contractor notified all of its sub-contractors of their obligations to comply with the Equal Opportunity requirements either in writing, by inclusion in subcontracts or purchase orders?	X	
H.	Is the company a state certified minority/women owned business? If yes, please attach a copy of state certification.		X
I.	Does the company have collective bargaining agreements with labor organizations?		X
J.	If you answered yes to Question "I", have the labor organizations been notified of the company's responsibility to comply with the Equal Employment Opportunity requirements in all contracts with the City of Urbana?		
K.	Does your company perform construction, rehabilitation, alteration, conversion, demolition or repair of buildings, highways or other improvements to real property? (If yes, please complete Table B.)		X
L.	Are you currently seeking to renew an existing or expired Urbana EEO certification? (If yes, you need to complete Table C.)		

SECTION III. Employment Information

IMPORTANT: Please complete the company workforce analysis on the bottom of this page. Use the number of employees as of the most recent payroll period. You must complete this form in its entirety, as instructed and submit your organization's (1) EEO Statement and (2) Sexual Harassment Policy in order to be eligible to do business with the City of Urbana. For detailed descriptions of the Job Classifications see attached descriptions. If minorities and females are currently under-represented in your workforce, please attach a copy of an explanation of your plan to recruit and hire qualified minorities and females.

TABLE A - TOTAL CONTRACTOR/VENDOR WORKFORCE

Job Categories	Overall Totals		White (Not of Hispanic Origin)		Black or African-American (Not of Hispanic Origin)		Hispanic or Latino		Asian or Pacific Islander		American Indian or Alaskan Native	
	M	F	M	F	M	F	M	F	M	F	M	F
Officials & Mgrs	123	21	122	20	1	0	1	0	0	1	1	0
Professionals	113	25	112	24	2	1	0	0	1	6	0	0
Technicians	136	12	132	11	1	1	1	0	1	0	1	0
Sales Workers	8	6	7	6	0	0	0	0	0	0	1	0
Office & Clerical	5	27	5	27	0	0	0	0	0	0	0	0
Craft Workers (Skilled)	611	19	569	19	6	0	15	0	14	0	5	0
Operatives (Semi-Skilled)	755	68	706	63	5	0	14	2	26	2	4	1
Laborers (Unskilled)	0	0	0	0	0	0	0	0	0	0	0	0
Service Workers	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	1755	188	1653	180	15	2	31	2	44	3	12	1
M = MALE, Column B is sum of Rows D, F, H, J and L. F = FEMALE, Column C is sum of Rows E, G, I, K and M. Date of above Data: <u>October 1, 2017</u>												

TABLE B* - EMPLOYEES TO BE ASSIGNED TO CITY OF URBANA CONTRACT

Job Categories	TOTAL EMPLOYEES		BLACK EMPLOYEES		HISPANIC EMPLOYEES		OTHER MINORITY EMPLOYEES	
	M	F	M	F	M	F	M	F
Officials & Mgrs								
Professionals								
Technicians								
Sales Workers								
Office & Clerical								
Craft Workers (Skilled)								
Operatives (Semi-Skilled)								
Laborers (Unskilled)								
Service Workers								
TOTAL								

*Totals included in Table B should be a projection of numbers of persons to be employed in the performance of the City contract.

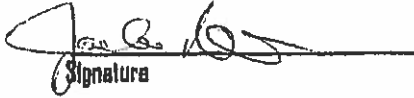
For Contractors: Data provided in Table B will be verified by worksite inspections.

TABLE C - WORKFORCE TURNOVER SINCE PREVIOUS EEO REPORT

Job Categories	TOTAL EMPLOYEES SEPARATED		MINORITY EMPLOYEES SEPARATED		TOTAL EMPLOYEES HIRED		MINORITY EMPLOYEES HIRED	
	M	F	M	F	M	F	M	F
Officials & Mgrs	12	1	0	0	8	1	1	0
Professionals	6	3	1	0	17	4	1	0
Technicians	9	0	1	0	10	2	0	0
Sales Workers	1	0	0	0	0	0	0	0
Office & Clerical	1	5	0	0	0	3	0	0
Craft Workers (Skilled)	21	0	1	0	68	2	8	0
Operatives (Semi-Skilled)	81	7	11	0	119	9	11	0
Laborers (Unskilled)	0	0	0	0	0	0	0	0
Service Workers	0	0	0	0	0	0	0	0
TOTAL	141	16	14	0	222	21	21	0

SECTION IV. Certification

By signing below, the company certifies that it has answered all of the foregoing questions truthfully to the best of its knowledge and belief and agrees that it/ha/she will comply and abide by the City of Urbana's Code of Ordinances (Section 2-118).


Signature

EEO official / Director - Human Resources
Printed Name and Title

mystrom@piercemfg.com
E-mail Address

4-20-18
Date

SECTION V. Verification

Prior to submitting this form, please check the answers to the following questions to verify your completion of this form:

1. Did you fill in all of the appropriate boxes in the table in Section III, including the "TOTAL" row?

YES _____ NO _____

2. Have you enclosed your company's EEO statement?

YES X _____ NO _____

3. Have you enclosed your company's Sexual Harassment policy?

YES X _____ NO _____

DEFINITIONS OF TERMS LISTED ON THE WORKFORCE STATISTICS FORM

(See previous Page)

DESCRIPTION OF RACE/ETHNIC CATEGORIES

Race /ethnic designations as used by the Department do not denote scientific definitions of anthropological origins. For the purposes of this report an employee may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging. However, no person should be counted in more than one race/ethnic group. The race/ethnic categories for this report are:

White (Not of Hispanic origin). All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.

Black or African-American (Not of Hispanic origin). All persons having origins in any of the Black racial groups of Africa.

Hispanic or Latino. All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Asian or Pacific Islander. All persons having origins any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands and Samoa.

American Indian or Alaskan Native. All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

DESCRIPTION OF JOB CATEGORIES

Each employee should be counted in only one job category. Select the category containing the jobs most similar to that performed by the employee. The jobs listed in each category are intended to provide an example, not a complete list, of all job titles falling into that category:

Officials and managers. Occupations requiring administrative and managerial personnel who set broad policies, exercise overall responsibility for execution of these policies, and direct individual departments or special phases of firm's operations. Includes: officials, executives, middle management, plant managers, department managers, and superintendents, salaried supervisors who are members of management, purchasing agents and buyers, railroad conductors and yard masters, ship captains, mates and other officers, farm operators and managers, and kindred workers.

Professionals. Occupations requiring either college graduation or experience of such kind and amount as to provide a comparable background. Includes: accountants and auditors, airplane pilots and navigators, architects, artists, chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientist, registered professional nurses, personnel and labor relations specialist, physical scientist, physicians, social scientist, teachers, surveyors and kindred workers.

Technicians. Occupations requiring a combination of basic scientific knowledge and manual skill which can be obtained through 2 years of post high school education, such as is offered in many technical institutes and union colleges, or through equivalent on-the-job training. Includes: computer programmers, drafters, engineering aides, junior engineers, mathematical aides, licensed, practical or vocational nurses, photographers, radio operators, scientific assistants, technical illustrators, technicians (medical, dental, electronic, physical science), and kindred workers.

Sales. Occupations engaging wholly or primarily in direct selling. Includes: advertising agents and sales workers, insurance agents and brokers, real estate agents, and brokers, stock and bond sales workers, demonstrators, sales workers and sales clerks, grocery clerks, and cashiers/checkers, and kindred workers.

Office and clerical. Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly non manual though some manual work not directly involved with altering or transporting the products is included. Includes: bookkeepers, collectors (bills and accounts), messengers and office helpers, office machine operators (including computer), shipping and receiving clerks, stenographers, typists and secretaries, telegraph and telephone operators, legal assistants, and kindred workers.

Craft workers (skilled). Manual workers of relatively high skill level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. Includes: the building trades, hourly paid supervisors and lead operators who are not members of occupations, compositors and typesetters, electricians, engravers, painters (construction and maintenance), motion picture projectionists, pattern and mold makers, stationary hand painters, coaters, bakers, decorating occupations, and kindred workers.

Operatives (semiskilled). Workers who operate machine or processing equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. Includes: apprentices (auto service and mechanics, dryers, furnace workers, heaters, laundry and dry cleaning operatives, milliners, mine operatives and laborers, motor operators, oilers and greasers (except auto), painters (manufactured articles), photographic process workers, truck and tractor drivers, knitting, looping, taping and weaving machine operators, welders and flame cutters, electrical and electronic equipment assemblers, butchers and meatcutters, inspectors, testers and graders, handpackers and packagers, and kindred workers.

Laborers (unskilled). Workers in manual occupations which generally require no special training who perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. Includes: garage laborers, car washers and grassers, groundskeepers and gardeners, farmworkers, stowaways, wood choppers, laborers performing lifting, digging, mixing, loading and pulling operation and kindred workers.

Service workers. Workers in both protective and nonprotective service occupations. Includes: Attendants (hospital and other institutions, professional and personal service, including nurses aides, and orderlies), barbers, chauffeurs and cleaners, cooks, counter and fountain workers, elevator operators, firelighters and fire protection, guards, doorkeepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, amusement and recreation facilities attendants, guides, ushers, public transportation attendants, and kindred workers.

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION POLICY STATEMENT



The purpose of this memorandum is to re-emphasize our commitment to equal employment opportunity in conjunction with Executive Orders 11246 and 11375, the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, and the implementing regulations with respect thereto. This statement is to ensure that all employees and others are aware of the company's position and commitments.

The policy of the company prohibits any employment practice which in any way discriminates or tends to discriminate against any person, employee, or applicant for employment with respect to compensation, terms, conditions or privileges of employment because of an individual's race, color, religion, national origin, sex, age, disability, veteran status, marital status, citizenship status, creed, sexual orientation, gender identity or other protected categories, as provided by law. The company also prohibits any type of harassment on the basis of any protected characteristic. Any conduct constituting such harassment will not be tolerated.

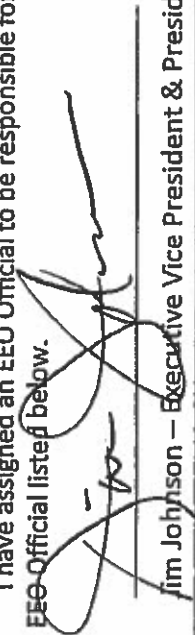
The company's equal employment opportunity obligations extend to all requirements of employment practices, including but not limited to the following: a) recruitment; b) hiring; c) promotion; d) compensation; e) benefits; f) education and training; g) education assistance; h) social and recreational programs; and i) personnel actions.

As a government contractor Pierce Manufacturing Inc., an Oshkosh Corporation company, will also take affirmative action to employ, and advance in employment, qualified minorities, females, protected veterans and individuals with disabilities. Any employee or applicant for employment who is qualified under the applicable regulations will be considered under our affirmative action program. We invite applicants and employees to self-identify their protected status on a form provided by the company, on a confidential basis, for purposes of our affirmative action program. Whether or not an individual elects to self-identify, no adverse action will result. In addition, Oshkosh Corporation will routinely audit and report on the effectiveness of the affirmative action program and take remedial action where appropriate. The affirmative action program for persons with disabilities and veterans is available for review by job applicants and employees through the human resources department from 7:30 a.m. to 4:00 p.m. on weekdays.

Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have engaged or may engage in any of the following activities that are related to the above regulations or any other federal, state, or local law regarding equal opportunity: filing a complaint, assisting or participating in an investigation relating to the law, opposing an unlawful practice and/or exercising a protected right.

Our CEO, Wilson Jones, and I are personally committed to this policy. Our actions and decisions will support the spirit and intent of this policy and program. We ask every employee to do the same.

I have assigned an EEO Official to be responsible for enforcement of the policy. If you have any questions or wish to discuss this policy, please contact the EEO Official listed below.


Jim Johnson - Executive Vice President & President, Pierce Manufacturing



EEO OFFICIAL: JACKIE NYSTROM - DIRECTOR, HUMAN RESOURCES

April 2017

OSHKOSH CORPORATION GLOBAL POLICY		Approved By	Associate General Counsel
Title	HARASSMENT PREVENTION AND REPORTING	Prepared By	Associate General Counsel
Number	GBL-POL-HR006	Last Revised	December 12, 2017

PURPOSE

It is the policy of Oshkosh Corporation to maintain a working environment free from harassment based on sex, race, color, age, religion, disability, national origin, veteran status, sexual orientation, gender identity, familial status, or status in any other group protected by federal, state, or local law. The harassment of any person, regardless of whether he or she is an Oshkosh employee, client or customer, contractor or a vendor representative, is prohibited by this policy. Oshkosh Corporation has a "zero tolerance" policy with respect to harassment. This policy describes prohibited harassment, its forms, and the procedure for reporting and investigation of alleged harassment.

SCOPE

This policy applies to all employees, directors, visitors and third parties doing business with Oshkosh Corporation.

POLICY

1. Sexual Harassment

Unwelcome and offensive sexual advances (either verbal or physical), requests for sexual favors and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

- submission to such conduct is either an explicit or implicit term or condition of employment (e.g., submission to such conduct becomes a required part of one's job);
- submission to or rejection of the conduct is used as a basis for making employment decisions (including, without limitation, hiring, promotion, wage increases, termination); or
- the conduct has the purpose or effect of interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

This conduct is not limited to opposite sex situations. Sexual harassment can also occur between members of the same sex. Sexual harassment may include subtle pressure for sexual activity; accusations of sexual preference; or demands for sexual favors accompanied by promises or threats related to an individual's employment status. In addition, sexually suggestive objects, pictures or written words, sexual jokes, slurs or innuendoes, graphic commentaries or descriptions of sexual conduct, suggestive or insulting sounds, touching, leering, whistling, and obscene gestures may also constitute forms of harassment prohibited by this policy. This list is not exhaustive, and prohibited sexual harassment is not limited to these examples.

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Title:	Harassment Prevention and Reporting		
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2. Other Forms of Harassment.

Harassment based on other attributes, such as race, age, disability and other protected characteristics may include, without limitation, unwelcome jokes, slurs, and graphic commentaries, commentaries about an individual's mental or physical impairment, gender identity, sexual orientation, ancestry, culture, language, birthplace, skin color, age, religious beliefs or practices; insulting sounds, obscene gestures, demeaning remarks and other conduct that has the purpose or effect of interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment on the basis of an employee's protected characteristics. As with sexual harassment, such conduct will not be tolerated.

Whatever form it takes -- verbal, non-verbal or physical -- all types of prohibited harassment are insulting and demeaning, and such conduct will not be tolerated in connection with your employment at Oshkosh Corporation. All employees and third parties doing business with the Company are expected to be aware of their own conduct and its impact on others and to comply with this policy. No one is exempt. We will continue to take appropriate preventative measures to protect against harassment, and, if it does occur, we will take appropriate and prompt remedial measures designed to ensure that it does not happen again.

3. Reporting Sexual or Other Harassment.

All Oshkosh Corporation personnel are responsible for maintaining acceptable standards of personal behavior in the business environment and for helping to ensure that assigned duties can be carried out in an atmosphere free of harassment. All personnel also have the responsibility to take appropriate steps to prevent incidents from occurring and to take immediate action in the event of an observed or reported incident.

The following step-by-step reporting, investigation, and corrective procedure for handling incidences of harassment will be used:

1. If an employee observes conduct that he or she believes to be in violation of this policy, or if an employee feels that he or she has been the target of harassment, the employee should clearly state his or her objection to the harassment, and any reasonable objection should be respected by others.

If voicing objections and asking for the conduct to stop does not prove effective or does not constitute a reasonable alternative under the circumstances, the employee should report the matter immediately to his or her supervisor or human resources manager. If you are unable to contact your human resource manager you may contact any of the individuals listed at the bottom of this policy document.

2. Oshkosh Corporation will investigate the matter in as timely and discreet a manner as possible. Normally the Company will confer with the people involved and any

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named or apparent witnesses; in some situations an outside party may be used to conduct this investigation.

3. Upon completion of the investigation, and where it is necessary, the Company will take corrective measures. These measures will be considered on a case by case basis, will depend on the nature and severity of the behavior, and can include anything from a verbal warning, suspension without pay, or termination.
4. Retaliation against an individual for making a complaint or report of harassment in good faith, or providing information regarding harassment, will not be tolerated. Retaliation will result in discipline, up to and including termination.

Measures will be taken to provide as much confidentiality as possible for all parties involved. In addition, the accused party or parties will be given the opportunity to respond to the charges. Deliberately false accusations will also result in disciplinary actions up to and including termination.

REFERENCE

CORP-POL-HR009, Equal Employment Opportunity/Affirmative Action Policy Statement

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CONTACTS

DIVISION	CONTACT NAME	TITLE	PHONE NUMBER
Defense	Kerry Rocolo	Vice President, Human Resources	920-235-9151 x22684
Commercial	Katie Engleman	Vice President, Human Resources	507-374-6321 x48332
Corporate	Jodie Larsen	Vice President, Community Engagement	920-235-9151 x22819
Access	Emma McTague	Vice President, Human Resources	301-745-5059
Fire & Emergency	Kimberly Reese	Vice President, Human Resources	920-235-9151 x33070
Compliance	Bettye Hill	Vice President, Chief Ethics and Compliance Officer	920-235-9151 x22615
Ethics & Compliance Hotline (All Business Segments)			(866) 554-3844

REVISION

Revision	Description of Change	Revised By
1.0	Formatting	Global Ethics and Compliance

