

We recognize that we have many levels of responsibility as a company. In addition our customers, we have responsibilities to our stakeholders, employees, community, local, state, and federal governments and to the environment. We take these seriously and are committed to keeping standards that exceed both requirements and expectations. We are ambitious in the pursuit of improving quality, reducing cost and eliminating non-value added items all while supporting our values of the fair treatment of people at all levels.

Employee Relations

Goulston acts as a fair and reliable employer according to local, state and Federal standards. Employment with Goulston is voluntarily entered into, and the employee is free to resign at will at any time, with or without cause. Similarly, Goulston may terminate the employment relationship at will at any time, with or without notice or cause, as long as there is no violation of applicable federal or state law.

We believe the work conditions, wages, and benefits it offers to its employees are competitive with those offered by other employers in this area and in this industry. If employees have concerns about work conditions or compensation, they are strongly encouraged to voice these concerns openly and directly to their supervisors. Our experience has shown that when employees deal openly and directly with supervisors, the work environment can be excellent, communications can be clear, and attitudes can be positive. We believe Goulston demonstrates its commitment to employees by responding effectively to employee concerns.

Goulston does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, veteran status, or any other characteristic protected by law. Employees with questions or concerns about any type of discrimination in the workplace are encouraged to bring these issues to the attention of their immediate supervisor and the Human Resources Department. Employees can raise concerns and make reports without fear of reprisal.

Goulston strives to maintain a workplace free of harassment and sensitive to the diversity of its employees. All forms of harassment related to an employee's race, color, religion, sex, age national origin, disability or veteran status constitute violations of our written and stated policy.

Goulston fully abides by The Federal Labor Standards Act (FLSA) which sets wage, hours worked and safety requirements for minors (those under 18) working in jobs covered by the statute. All permanent full time employees are eighteen years or older. On rare occasions individuals under the age of eighteen may be hired to provide administrative support in the office/administrative areas on a temporary basis (ex. summer interns).

The successful business operation and reputation of Goulston is built on the principles of fair dealing and ethical conduct of our employees. Our reputation for integrity and excellence requires careful observance of the spirit and letter of all applicable laws and regulations, as well as regard for the highest standards of conduct and personal integrity. We are committed to compliance with all applicable laws and regulations and expect our directors, officers, and employees to conduct business in accordance with the letter, spirit, and intent of all relevant laws and to refrain from any illegal, dishonest, or unethical conduct.

Goulston is committed to employing only persons who are authorized to work in the United States and does not unlawfully discriminate on the basis of citizenship or national origin. We maintain compliance with the Immigration Reform and Control Act of 1986.

Sincerely,

The Management Team of Goulston