

FIRST COAST

SERVICE OPTIONS, INC.

WHEN EXPERIENCE COUNTS & QUALITY MATTERS

EQUAL OPPORTUNITY POLICY STATEMENT

First Coast Service Options, Inc. is firmly committed to Equal Employment Opportunity (EEO) and to compliance with all Federal, State, and local laws that prohibit employment discrimination on the basis of race, color, religion, national origin, disability, sex, age, gender identity or expression, sexual orientation, marital status, protected veteran status, genetic and other protected classifications. This commitment applies to all employment decisions including, but not limited to, recruiting, hiring, training, promotions, pay practices, benefits, disciplinary actions, and terminations. First Coast is also committed, through its Affirmative Action Plan, to employ, advance, and otherwise treat qualified individuals, including minorities, women, individuals with disabilities and veterans, according to their ability and without discrimination. We hire and develop our team members to be the best they can be and assess them based on their job-related qualifications. This is the foundation of a best workplace, and it is the right thing to do.

The Company will not discharge or in any other manner discriminate against team members or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another team member or applicant. However, team members who have access to the compensation information of other team members or applicants as a part of their essential job functions may not disclose the pay of other team members or applicants to individuals who do not otherwise have access to the compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the Company, or (c) consistent with the Company's legal duty to furnish information.

We invite team members who are disabled or protected veterans and who wish to self-identify as disabled or as a protected veteran under our Affirmative Action Program to refer to the OMS 2-1.14.01 Disability and Veteran Status Update Process for specific instructions on how to update your identification information. This self-identification is strictly voluntary and confidential and will not result in retaliation of any sort.

The Affirmative Action Program for qualified individuals with disabilities and qualified protected veterans is available for inspection by any team member or applicant for employment upon request made to:

HumanResources@guidewellsorce.com. Data metrics, including self-identifications by team members remain confidential and not subject to requested review.

As Chief Executive Officer and President of First Coast Service Options, Inc., I am committed to the principles of Affirmative Action and Equal Employment Opportunity. In order to ensure dissemination and implementation of equal employment opportunity and affirmative action throughout all levels of the company, I have delegated to Rachelle Gottlieb, Vice President of Human Resources and Communications, responsibility for administering the Company's Equal Employment Opportunity Policy and Affirmative Action Plan. Our Human Resources Division will have overall responsibility for implementing our Affirmative Action Plan.

Please direct any questions to your supervisor or Human Resources at (904) 791-6794 or HumanResources@guidewellsorce.com.



Harvey B. Dikter
President and Chief Executive Officer
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532 Riverside Avenue, Jacksonville, FL 32202

www.guidewellsorce.com