
POLICY STATEMENTS
Policy No. 104.6
EQUAL EMPLOYMENT OPPORTUNITY AND
AFFIRMATIVE ACTION PLAN

Effective Date:
01/11/2016

This policy supersedes Policy No. CORP 104.5 dated March 24, 2014. It updates the policy with respect to regulatory changes enacted by the Office of Federal Contract Compliance Programs.

I. PURPOSE

- A. MDU Resources Group, Inc., including its Chief Executive Officer, is firmly committed to the philosophy of Equal Employment Opportunity and affirmative action policies and is dedicated to the achievement of equality of opportunity for all employees and applicants for employment in accordance with all applicable Equal Employment Opportunity/Affirmative Action laws, directives and legislation.

II. SCOPE

- A. This policy shall cover all employees of MDU Resources Group, Inc. and all divisions and companies directly or indirectly majority-owned by MDU Resources Group, Inc.

III. PROCEDURE

- A. The corporation will:

1. recruit, hire, train, promote, discipline, and discharge persons in all job classifications without regard to age, race, color, religion, gender, sexual orientation, gender identity, national origin, disability, veteran status, or any other personal characteristic determined to be a protected category under applicable state law;
2. ensure that employment-related decisions are made in accordance with the principles of equal employment opportunity by imposing only job related requirements for employment opportunities;
3. ensure that all personnel actions such as compensation, performance reviews, transfers, layoffs, return from layoff, company-sponsored training, education, tuition assistance, social and recreational programs are administered without regard to age, race, color, religion, gender, sexual orientation, gender identity, national origin, disability, veteran status, or any other personal characteristic determined to be a protected category under applicable state law; and
4. ensure that employees and applicants are not subjected to harassment, intimidation, threats, coercion, or discrimination because they have or may:

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- a. file a complaint;
 - b. assist or participate in an investigation, compliance evaluation, hearing, or any other activity related to equal employment opportunity, affirmative action programs, or this policy;
 - c. oppose any act or practice related to equal employment opportunity, affirmative action programs, or this policy; or
 - d. exercise any other right protected by equal employment opportunity or affirmative action laws and/or regulations.
5. will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to 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 corporation, or (c) consistent with the corporation's legal duty to furnish information.
- B. Each Business Unit, as defined in CORP Policy 1, will communicate its EEO policy in accordance with applicable laws and regulations.
- C. Each Business Unit, as defined in CORP Policy 1, will develop, communicate, and audit its Affirmative Action Plan in accordance with applicable laws and regulations.
- D. The Vice President - Human Resources for each Business Unit, as defined in CORP Policy 1 will review its progress in relation to the AAP and provide a written report on an annual basis to the respective president and the corporate Vice President - Human Resources. The corporate Vice President - Human Resources will provide an annual consolidated corporate wide report to the Chief Executive Officer.

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IV. ADMINISTRATION

- I. Under the direction of the Chief Executive Officer, the Vice President – Human Resources has overall responsibility for this policy, and under the direction of the President of each major Business Units, the Vice Presidents – Human Resources are responsible for the implementation of this policy in their respective organizations. The corporate Vice President - Human Resources is responsible for the implementation and coordination of the procedures.

Reviewed: /s/ Anne M. Jones
Vice President, Human Resources

Approved: /s/ David L. Goodin
President and Chief Executive Officer

Date: 1/1/2016