



**ROCK ROAD COMPANIES, INC.**  
SINCE 1913

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January 31, 2019

To: All Employees

Rock Road Companies, Inc. hereby reaffirms its commitment to Equal Employment Opportunity for all qualified persons without regard to sex, color, ancestry, disability, marital status, race, creed or religion, age, use or non-use of lawful products off the Company's premises during non-working hours, arrest or conviction record, honesty testing, national origin, pregnancy or childbirth, sexual orientation, gender identity or expression, genetic testing, military service membership or veteran status, or any other protected classification. To this end, we have adopted and pledge our full support to our Company policy on Equal Employment Opportunity. A copy of the Company's EEO policy accompanies this letter.

We firmly believe that Equal Employment Opportunity can only be achieved through demonstrated leadership and aggressive implementation of our policy. It is imperative that employees make all personnel decisions in accordance with our Company's policies, practices and procedures. The EEO policy must be carried out in spirit as well as in letter to assure that Equal Employment Opportunity is available to all. We further expect all employees to demonstrate sensitivity to and respect for other employees.

I have designated Meghan Vaxman as the Company's Equal Employment Opportunity Officer, and have charged her with the responsibility to maintain the necessary programs, records, and reports to comply with all government regulations, including the maintenance of monitoring procedures for our policy objectives.

Just as we all share the responsibility for meeting the challenges of our business objectives, each of us must assume the leading role in making our EEO policy work effectively.

ROCK ROAD COMPANIES, INC.

Robert J. Kennedy, Jr  
Chief Executive Officer