

RELIGIOUS ACCOMMODATIONS POLICY

POLICY STATEMENT

Inter-Con acknowledges each employee's right to make personal choices regarding the nature, if any, of their religious beliefs and practices and provide a pathway for religious accommodations that are reasonable and practicable. The Inter-Con community is enriched by individuals of many faiths that have various religious observances, practices and beliefs. All Inter-Con employees are expected to create and maintain a culture that strives towards deepening respect for and understanding of religious differences within our community. In affirming this diversity, it is Inter-Con policy and practice to provide religious accommodations for employees unless the accommodation would create an undue hardship.

REQUESTING RELIGIOUS ACCOMMODATION

An employee whose religious beliefs or practices conflict with his or her job, work schedule, or with Inter-Con's policy or practice on dress and appearance, or with other aspects of employment, and who seeks a religious accommodation must submit a written request for the accommodation to the corporate Human Resources department at HRLOA@icsecurity.com. The written request should include identification of the sincerely held religious belief, the type of religious conflict that exists and the employee's requested accommodation.

PROVIDING RELIGIOUS ACCOMMODATION

The corporate Human Resources department will evaluate the request considering whether a work conflict exists due to a sincerely held religious belief or practice and whether an accommodation is available that is reasonable and that would not create an undue hardship on Inter-Con's business. An accommodation may be a change in job, using paid leave or leave without pay, allowing an exception to the dress and appearance code that does not affect safety requirements, or for other aspects of employment.

Human Resources will meet (in person or via telephone) with the employee to discuss the request and decision on an accommodation. If the employee accepts the proposed religious accommodation, the immediate supervisor will implement the decision.

RESOLVING DISAGREEMENTS/MAKING A COMPLAINT

If an employee disagrees with the determination and/or proposed accommodation after engaging in the interactive process, then the employee may contact Inter-Con's Legal Department at Legal@icsecurity.com. Anyone who wishes to file a complaint involving prohibited discrimination and/or harassment based on religion (or any other protected class) may also contact the Inter-Con Legal Department.

ACKNOWLEDGEMENT

I acknowledge that I have received a copy of Inter-Con's Religious Accommodation Policy; that I am obligated to read, understand, and adhere to the rules and requirements of this policy; and that Inter-Con has the right to modify, supplement, rescind, or revise this policy from time to time in its sole discretion.

Employee Signature

Date

Employee Name