



P. O. BOX 7231
Saint Louis, MO 63177

Lindsey Rendlen Latzke
Director, Employment Practices & Policy
Phone 314-573-9200
Direct 314-573-9214
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March 31, 2015

Attn:
Employer Services
RI Dept of Labor
1511 Pontiac Ave
Cranston, RI 02920

RE: Notification of Equal Employment Opportunity/Affirmative Action Obligations

To Whom It May Concern:

As part of Graybar's compliance with federal Equal Employment Opportunity and Affirmative Action regulations, we hereby notify your organization that Graybar is an equal opportunity employer that makes employment decisions without regard to race, religion, color, national origin, citizenship, sex, veteran's status, age or disability status and that Graybar takes affirmative steps to employ and advance in employment qualified protected veterans and qualified individuals with disabilities.

As a government contractor, Graybar must comply with the provisions of Executive Order 11246, as amended (and its implementing regulations at 41 C.F.R. part 60), Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended (and its implementing regulations at 41 C.F.R. 60-300), Section 503 of the Rehabilitation Act of 1973, as amended (and its implementing regulations at 41 C.F.R. 60-741), and Executive Order 13496 (and its implementing regulations at 29 C.F.R. part 471, Appendix A to Subpart A). Part of our commitment to EEO is to take affirmative action to ensure that job seekers are recruited; job applicants are considered for employment opportunities; and employees are treated without regard to their race, color, religion, sex, national origin, citizenship, age, disability status, ancestry, family care status, veteran status, marital status, sexual orientation or any other lawfully protected status. Graybar has affirmative action plans in place to help accomplish its goals and progress towards those goals.

You can support and share in our commitment when you assist us with our employment needs. As we contact you for assistance in filling specific open positions, we wish for your help in identifying qualified applicants for consideration. Whenever possible, please refer qualified minorities, women, persons with disabilities, Vietnam era veterans, and other protected veterans.

Although, we specifically have requested that your organization refer minority group members and women, Graybar Electric welcomes referrals of all qualified applicants regardless of their protected status. Your assistance in referring all qualified candidates will help us achieve our commitment to Equal Employment Opportunity. Thank you in advance for your cooperation.

Sincerely,

A handwritten signature in black ink that reads "Lindsey Rendlen Latzke". The signature is written in a cursive, flowing style.

Lindsey Rendlen Latzke



P.O. Box 7231
St. Louis, MO 63177-1231

POLICY STATEMENT FOR EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION PROGRAM

Graybar Electric Company, Inc. has been and will continue to be committed to a policy of affording equal opportunity to all employees and applicants in accordance with all applicable laws and regulations of federal, state and local governments. Specifically, this policy provides for the treatment of all employees and applicants for employment without unlawful discrimination based on race, color, religion, creed, sex, national origin, age, disability, ancestry, family care status, pregnancy, veteran status, work-related injury, marital status, sexual orientation, gender identity or expression, genetic information, membership or activity in a local human rights commission, or status with regard to public assistance or any other lawfully protected status.

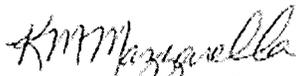
All other personnel actions, such as compensation, benefits, transfers, layoffs and recall from lay offs, access to training, education, tuition assistance and social recreation programs are administered without regard to race, religion, color, veteran's status, national origin, citizenship, sex, gender identity, sexual orientation, age or disability.

The Company will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. The Company prohibits harassment of any individual on the basis of any characteristic listed above. For information regarding the Company's internal policies for addressing complaints of harassment, please refer to the Company's Non-Discrimination and Harassment-Free Workplace Policy.

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, Director Human Resources, Manager Human Resources, or Lindsey Rendlen Latzke, the Director Employment Practices and Policy (at 314-573-9200). Employees can raise concerns and make reports without fear of reprisal, harassment, intimidation, threats, coercion or discrimination because they: (1) file a complaint with the Company or with federal, state, or local agencies; (2) assist or participate in any investigation, compliance review, hearing, or any other activity related to the administration of any federal, state or local equal employment opportunity or affirmative action statute; (3) oppose any act or practice made unlawful by federal, state or local law requiring equal employment opportunity or affirmative action; or (4) exercise any other employment right protected by federal, state or local law or its implementing regulations.

The management of Graybar has a continuing program of affirmative action to accelerate the achievement of the Company's equal opportunity goals. Our program includes preparation of an Affirmative Action Plan annually, including a plan for disabled persons and veterans that is available for your review between 8:00 a.m. and 5:00 p.m. Monday-Friday through the Director Human Resources, the Manager Human Resources, or the Director Employment Practices and Policy.

Graybar's Affirmative Action Program has my full support, as well as the support of the Senior Vice President-Human Resources who has assigned the responsibility of recording and monitoring to the Director Employment Practices and Policy. Responsibility for implementation at district, branch, zone, and service center locations is delegated to the Director Human Resources.


K. M. MAZZARELLA
President and CEO