



Maersk Line, Limited is committed to ensuring accessibility of this policy statement to all applicants and colleagues. If you need assistance accessing or understanding this policy statement, or know of an applicant or colleague who may need assistance, please call our Human Resources (HR) Department at 757-852-2248.

DATE: March 24, 2014

TO: All Employees and Applicants of Maersk Line, Limited

FROM: Russ Bruner, President & CEO, Maersk Line, Limited

SUBJECT: Equal Employment Opportunity and Affirmative Action Program Policy Statement

Maersk Line, Limited believes all persons are entitled to equal employment opportunities. In furtherance of our policy of equal employment opportunity, Maersk Line, Limited is committed to maintaining a work environment free of any form of discrimination or harassment against applicants for employment, employees, vendors, contractors, or customers on the basis of race, color, religion, age, gender, sexual orientation, gender identity, national origin, disability, pregnancy, veteran status, citizenship status, marital status, genetic information, or any other basis protected by law.

As a federal contractor subject to Executive Order 11246 (E.O. 11246), Section 4212 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (VEVRAA), and Section 503 of the Rehabilitation Act of 1973, as amended (Section 503), Maersk Line, Limited has implemented the following policies and procedures as part of our commitment to compliance with equal opportunity and affirmative action requirements. These policies apply whenever and wherever a Maersk Line, Limited employee is performing a function of his or her job, including at all Maersk Line, Limited locations, client worksites, and company-sponsored or client-sponsored business and social functions.

It is Maersk Line Limited's policy to take affirmative action to employ and advance in employment qualified minorities, women, protected veterans, and individuals with disabilities. We will provide reasonable accommodations to the known physical or mental limitations of an otherwise qualified applicant for employment or employee, unless the accommodation would impose an undue hardship on the operation of our business.

Maersk Line, Limited's equal employment opportunity and affirmative action policies require that employment decisions be based only on valid job requirements, and extend to all terms, conditions, and privileges of employment at all levels including, but not limited to, recruitment, selection, compensation, benefits, training, promotion, and disciplinary actions.

Maersk Line, Limited is also committed to ensuring a professional and safe working environment for all people. Workplace harassment of any kind, based on, or because of, an individual's race, color, religion, creed, sex, national origin, age, disability, pregnancy, veteran status, citizenship status, or any other reason prohibited by law will not be tolerated, whether committed by Maersk Line, Limited personnel or by clients, customers, vendors, or other individuals doing business with Maersk Line, Limited. Prohibited harassment occurs when a supervisor, co-worker, or even a non-employee behaves or acts in such a way that creates a hostile work environment for another employee based on an individual's race, color, religion, creed, sex, national origin, age, disability, pregnancy, veteran status, citizenship status, or other protected characteristic.

Maersk Line, Limited encourages anyone who becomes aware of discrimination or harassment to report it immediately to the HR Department, a manager or supervisor. We will promptly and thoroughly investigate the alleged misconduct and, if a violation of this policy is found, will take immediate and appropriate corrective action.

We will also take all necessary steps to ensure that no applicant for employment or employee is subjected to harassment, intimidation, threats, coercion or discrimination because he or she has engaged in or may engage in the filing of a complaint; assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of E.O. 11246, VEVRAA, Section 503, or any other federal, state, or local law requiring equal employment opportunity for individuals with disabilities or protected veterans; opposing any act or practice made unlawful by E.O. 11246, VEVRAA or Section 503 and their implementing regulations, or any other federal, state, or local law requiring equal employment opportunity for individuals with disabilities or protected veterans; or exercising any other right protected by E.O. 11246, VEVRAA or Section 503 or their implementing regulations.

Maersk Line, Limited's equal opportunity and affirmative action policies also prohibit any and all forms of retaliation against anyone who in good faith complains that these policies are not being followed, or who otherwise participates in a company or agency investigation into such complaints, even if sufficient evidence is not found to substantiate the complaint. If you believe that you have been subjected to retaliation, your complaint should be directed to one of the individuals identified below. After receiving a complaint involving a violation of the company's equal opportunity or affirmative action policy, the company will investigate and take corrective action, as appropriate. Complaints and investigations will be kept strictly confidential to the maximum extent possible. No one, regardless of position or length of service, is exempt from these policies.

As the President and CEO of Maersk Line, Limited, I fully support our affirmative action program and am committed to the implementation of Maersk Line, Limited's equal employment opportunity and affirmative action policies. I have designated overall responsibility for these policies to the Head of HR and her designees, who are responsible for the implementation and auditing of these policies for Maersk Line, Limited at each of our individual facilities. Complaints should be directed to HR personnel.

Maersk Line, Limited recognizes that commitment to equal employment opportunity goes beyond formal programs; it requires the individual commitment of all Maersk Line, Limited colleagues. Please join me in ensuring that every Maersk Line, Limited colleague is treated with dignity and respect for individual differences and that Maersk Line, Limited is a company where all colleagues can truly excel.

The non-confidential portions of our affirmative action programs are available for inspection by any applicant for employment or employee in the Norfolk HR office during regular business hours. Please contact the HR department for additional information.



J. Russell Bruner, President & CEO, Maersk Line, Limited