

TO: ALL EMPLOYEES OF ALSTON & BIRD LLP

As required by the federal government, Alston & Bird LLP operates under the principle of affording equal employment opportunity through affirmative action for qualified individuals with disabilities, qualified veterans of the Vietnam era, qualified special disabled veterans, qualified other protected veterans, and qualified newly separated veterans.

The term "veteran of the Vietnam era" refers to a person who served on active duty for a period of more than 180 days, and was discharged or released therefrom with other than a dishonorable discharge, if any part of such active duty occurred in the Republic of Vietnam between February 28, 1961, and May 7, 1975, or between August 5, 1964, and May 7, 1975, in all other cases. The term also refers to a person who was discharged or released from active duty for a service-connected disability if any part of such active duty was performed in the Republic of Vietnam between February 28, 1961, and May 7, 1975, or between August 5, 1964, and May 7, 1975, in all other cases.

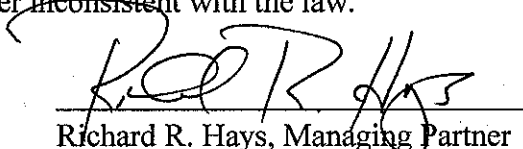
The term "special disabled veteran" refers to a veteran who is entitled to compensation under laws administered by the Department of Veterans Affairs for a disability rated at 30% or more, or rated at 10%-20% in the case of a veteran who has been determined by the Department of Veterans Affairs to have a serious employment handicap. The term also refers to a person who was discharged or released from active duty because of a service-connected disability.

The term "other protected veteran" refers to a veteran who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized.

The term "newly separated veteran" refers to a veteran who has been discharged or released from active duty for less than one year.

All applicants (who have received a job offer) and employees who believe themselves to be members of the one or more of these groups and who wish to identify themselves as such for the purpose of affirmative action consideration are invited to do so. You may identify yourself now or at any time in the future by contacting Michael Stephens, the Firm's EEO Coordinator, and providing in writing your name and the above category into which you fit.

Submission of this information is voluntary and refusal to provide it will not subject you to discharge or other adverse treatment. Information obtained concerning individuals shall be kept confidential, except that (i) supervisors and managers may be informed regarding disabled veterans and other disabled individuals, as necessary, (ii) first aid and safety personnel may be informed, when and to the extent appropriate, if the condition might require emergency treatment, and (iii) government officials investigating compliance will be informed. This information will not be used in a manner inconsistent with the law.

  
Richard R. Hays, Managing Partner

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