

Labor and Workplace Policy

Anti-Harassment and Non-Discrimination

We value diversity and celebrate that each individual is unique in their individual differences, and strive to create a culture of inclusion and belonging for all. We are committed to equal opportunity and are intolerant of discrimination, harassment, and retaliation based on a legally protected category or activity. We work to maintain workplaces that are free from discrimination, harassment, and retaliation on the basis of legally protected activity, race, sex, color, national or social origin, ethnicity, religion, age, disability, sexual orientation, gender identification or expression, political opinion, or any other status protected by applicable law. The basis for recruitment, hiring, placement, development, training, compensation, and advancement at the Company is qualifications, performance, skills, experience, and any other legitimate non-discriminatory and non-retaliatory business reasons applicable to the circumstances. We do not tolerate inappropriate behavior, adverse action, or retaliation of any kind based in any way on a legally protected category or activity. Harassment on the basis of a legally protected characteristic is not tolerated in the workplace, nor in any work-related circumstance outside the workplace.

Freedom of Association and Collective Bargaining

While the Company endeavors to provide compensation and benefit programs that serve employees in a fair and competitive manner and employees are encouraged to raise any issue with any member of management they choose, we also respect our employees' Section 7 rights under the National Labor Relations Act to join, form, or not to join or form, a labor union, without fear of reprisal, intimidation, or harassment. We also recognize our employees' rights to engage in protected concerted activity under Section 7 of the National Labor Relations Act, and we prohibit any form of retaliation for the exercise of such rights.

Safe and Healthy Workplace

The safety and health of our employees is of paramount importance. In compliance with OSHA, we will furnish to each of our employees employment and a place of employment which are free from recognized hazards that are causing or are likely to cause death or serious physical harm. We are deeply committed to providing a safe and healthy workplace and complying with all applicable safety and health laws and regulations, as well as internal expectations that seek continuous performance improvement across key safety metrics. We strive to provide and maintain a safe, healthy, and productive workplace, with input and feedback from our employees, insurance providers and outside safety experts by addressing and remediating identified risks of accidents, injury, and health impacts.

Workplace Security

We are committed to maintaining a workplace that is free from violence, harassment, intimidation, and other unsafe or disruptive conditions due to internal and external physical, verbal, or online threats. We continuously evaluate our security profile and enhance security safeguards as needed, while maintaining respect for employee privacy and dignity.

Work Hours, Wages, Benefits, and Terms and Conditions of Employment

We endeavor to compensate employees competitively relative to the industry and local labor market. We comply with fair labor standards, equal employment opportunity, occupational safety and health, worker adjustment and retraining notification, employee polygraph protection, leave, drug-free workplace, wage, work hours, overtime, benefits, and any other applicable federal, state, and local labor and employment laws.

Employee Engagement & Training

We believe our employees are key to our success and we are committed to all of our employees' engagement, training and career development, and personal and professional growth. The Company provides training in technical and operational/managerial skills, and places special emphasis on safety, effective communications, customer service, and employee development. We train all of our employees through a variety of delivery methods including live/face to face, instructor led webinars and self-paced e-learning.

Additionally, the Company offers employees a tuition reimbursement program whereby the employee may receive reimbursement for tuition and fees for undergraduate or graduate level academic courses at an accredited two or four year college or university that may help employees improve performance in their current job or prepare them for advancement.

The Company values an engaged workforce and emphasizes employee communication and engagement. The Company also uses employee surveys to track engagement.

No Political Party/Candidate Contributions

The Company does not make contributions to any political party or candidate. The Company has also not established any political action committee as a forum for employees to voluntarily contribute to a fund that supports any political party or candidate.

Code of Conduct & Guidance and Reporting for Employees

We strive to create workplaces in which open and honest communications among all employees are valued and respected. The Company is committed to complying with applicable labor and employment laws wherever we operate.

We are committed to operating with ethics and integrity. All employees must review our Code of Conduct upon hire and certify compliance.

Any employee who believes a conflict arises between our policies and the laws of the place where he or she works, or who has a question about our policies, or would like to confidentially report a potential violation of our policies or governing law, can raise those questions and concerns with Human Resources or any member of management of their choice. Employees can also anonymously report suspected violations of Company policies and governing laws, or ethics concerns through a secure internet website or by calling the Company hotline. No reprisal or retaliatory action will be taken against any employee for raising their concerns. The Company will investigate, address, and respond to the concerns of employees and will take appropriate corrective action in response to any verified violation of either our policies or governing law.

This policy applies to all employees in all locations. The Policy is overseen by the Company's Board of Directors, including the Chief Executive Officer.