

EQUAL EMPLOYMENT OPPORTUNITY POLICY

Policy

It is the continuing policy of 84 Lumber Company (hereinafter referred to as “84 Lumber”) to afford full equal employment opportunity to Associates and applicants regardless of their race (inclusive of traits historically associated with race, including, but not limited to, hair texture and protective hairstyles such as braids, locks and twists), color, religion, religious creed (including religious dress and religious grooming), sex (including pregnancy, perceived pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity (including transgender identity and transitioning), sexual orientation, gender expression and sex stereotyping, national origin, ancestry, citizenship, age, physical or mental disability, legally protected medical condition or information (including genetic information), family care or medical leave status, military caregiver status, military status, veteran status, marital status, domestic partner status, status as a victim of domestic violence, sexual assault or stalking, enrollment in a public assistance program, engaging in protected communications regarding associate wages, requesting a reasonable accommodation on the basis of disability or bona fide religious belief or practice, or any other basis protected by local, state, or federal laws. This policy is founded upon 84 Lumber’s belief that all Associates and applicants have the inherent right to work in an environment free from all forms of discrimination and conduct which can be considered harassing, coercive, or disruptive.

AVOIDING DISCRIMINATION AND HARASSMENT

It is 84 Lumber’s position that sexual harassment and other unlawful discrimination and harassment are forms of misconduct that undermine the integrity of the employment relationship. Accordingly, no Associate – regardless of gender or gender identity – should be subject to harassment, either verbal or physical. Discrimination and harassment are strictly forbidden and shall be a basis for disciplinary action, up to and including termination.

The personal support of this policy from each supervisory and non-supervisory Associate is required and is necessary to maintain an environment free from discrimination and harassment because of an Associate’s or applicant’s race, religion, sex, national origin, age, disability, sexual orientation, veteran status, genetic information, or other protected characteristics. The policy also applies to customers, independent contractors, vendors, and suppliers.

Reporting an Incident

Any Associate or applicant who believes that he or she has been the subject of discrimination or harassment must promptly report the alleged incident to 84 Lumber’s Human Resources Department at 1-888-456-8497 or ext. 2167, or their Manager. Managers and Supervisors must report all complaints of suspected discrimination, harassment, or retaliation to Human Resources. A confidential and impartial investigation of the alleged act of discrimination or harassment will be promptly undertaken. If it is found that the alleged act of discrimination or harassment did occur, prompt corrective action, including discipline up to and including termination, will be taken against all responsible supervisory and non-supervisory Associates. No person complaining of discrimination or harassment or assisting in the investigation of alleged discrimination or harassment will be subjected to retribution or retaliation. However, accusations that are not based on a good faith belief that a violation occurred will be treated as a disciplinary offense.

Prohibited Conduct

Discrimination or harassment by any Associate, customer, independent contractor, vendor, or supplier is prohibited conduct.

One form of prohibited discrimination is harassment. Prohibited harassment includes but is not limited to:

- Verbal conduct such as epithets, derogatory comments, slurs, or unwanted advances, invitations, or comments
- Visual conduct such as derogatory posters, photography, cartoons, drawings, or gestures
- Physical conduct such as unwanted touching, blocking normal movement, or interfering with work directed at you because of your sex or any other protected basis
- Threats and demands to submit to sexual requests in order to keep your job or avoid some other loss, and offers of job benefits in return for sexual favors
- Retaliation for opposing, reporting, or threatening to report harassment, or for participating in an investigation, proceeding, or hearing conducted by an investigating agency