

# Human Rights Position Statement

We operate in an ethical manner creating an environment where our employees are treated with respect and dignity – where they are able to contribute and be productive in a work environment that is free of discrimination and harassment of any type. We approach our business relationships with the same rigor, building relationships that are grounded in acting with integrity and treating one another with respect.

While governments have the primary responsibility for protecting and upholding the human rights of their citizens, we recognize our responsibility to do our part in respecting human rights in our business. We also know that we have an opportunity to reach beyond our doors and take a strong position of opposing slavery, human trafficking and child labor. We extend those expectations to our suppliers and partners with our Supplier Code of Conduct and Partner Code of Conduct.

We are committed to the following:

- 1. We strive for and foster a workplace free of harassment and discrimination
- 2. We actively support and promote inclusion, diversity, equity and belonging in our workplace
- 3. We recruit ethically
- 4. We prohibit forced, bonded, trafficked and child labor
- 5. We provide fair wages and benefits
- 6. We promote and protect health and safety in the workplace
- 7. We promote practices that protect the privacy and security of personal identification information and limit access accordingly
- 8. We recognize the freedom of workers to associate or not associate with a labor union and to collectively bargain when represented by a legally recognized labor union

Our commitment to respect human rights in the workplace is manifested in our Code of Business Conduct and policies, standards and practices. We further bring this to life through our DATA values and ongoing training with our team members

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# **Equal Opportunity and Respect in the Workplace**

We do not tolerate any form of harassment or discrimination within the workplace and this commitment to equal opportunity employment applies to everyone involved in our operations – employees, vendors, customers, or candidates for employment. We believe people should be able to work and do business in a healthy environment, free from unhealthy interferences.

## **Position on Child Labor**

We prohibit the use of child labor and any type of forced labor across our organization. We do not employ any individuals below the age of 18 years and no employee is made to work against their will or work as bonded/forced labor, or subject to corporal punishment or coercion of any type related to work.

# **Privacy Statement**

We respect the confidentiality of information with which we are trusted. We set clear expectations for all employees and business partners about collecting, sharing, storing, transferring and disposing of personal data in order to protect privacy.

# Position Statement on Modern Slavery and Human Trafficking

Slavery, servitude, human trafficking, forced or bonded labor, child labor and other kinds of slavery ("Modern Slavery") are unacceptable in modern society in any form. We have a zero-tolerance approach to any form of Modern Slavery in our workplace and supply chain.

# Health and Safety in the Workplace

We will not tolerate violence or threats of violence and we take reasonable measures to provide a safe and healthy workplace for our team members. We comply with applicable safety and health laws and regulations, as well as internal requirements that are outlined in our policies and practices.

### **Labor Relations**

We are dedicated to creating a workplace that respects and values all employees and maintains an environment of open and direct communication. We strive to develop mutually rewarding relationships with employees through fairness, trust and integrity. While we do not believe our employees need an outside group to speak on their behalf in most cases, we respect freedom of association without fear of reprisal, intimidation, or harassment. In addition, as a global company where required by law or recognized as a fundamental right, we actively engage in healthy relationships with labor-related organizations.

## **Human Rights Position Statement**

## Speak Up!

We value the experiences of our employees and take all employee concerns seriously. We embrace having an opendoor philosophy and invite our employees to raise concerns to our attention. Employees can escalate their concerns to any member of leadership, Human Resources, Compliance, or through our ethics hotline.

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