

## **EQUAL EMPLOYMENT OPPORTUNITY**

The Firm is an equal opportunity employer and is committed to equal opportunity for all employees and applicants. The Firm recruits, hires, trains, promotes, pays, and administers all personnel actions without regard to race, color, religion, sex, gender (includes gender roles, gender identity and expression, transgender identity, and gender stereotyping including assumptions about a person's appearance or behavior), pregnancy (which includes childbirth and breastfeeding and medical conditions related to pregnancy, childbirth, or breastfeeding), national origin (including language use restrictions), mental and physical disability, age, ancestry, medical condition, genetic information, marital status, veteran status and/or military discharge, citizenship status and sexual orientation or any other protected status under applicable law. We interpret these protected statuses broadly to include both the actual status and also any perceptions and assumptions made regarding these statuses.

This policy applies to all areas of employment, including recruitment, testing, screening, hiring, selection for training, upgrading, transfer, demotion, layoff, discipline, termination, compensation, benefits, and all other privileges, terms, and conditions of employment. This policy and the law prohibit employment discrimination against any employee or applicant on the basis of any legally protected status outlined above.

The Firm also makes reasonable accommodations for qualified applicants and employees with disabilities unless doing so creates an undue hardship, in accordance with all legal requirements. Any applicant or employee who requires an accommodation to perform the essential functions of the job should contact the [Human Resources Business Partner](#) to request that accommodation. The Firm will work with that individual to attempt to identify a reasonable accommodation that will not impose an undue hardship on the Firm.

The Firm is committed to the practice of equal employment opportunity and will not tolerate intimidation or retaliation against employees or applicants because they have engaged in or may engage in filing a complaint of discrimination or retaliation; assisting or participating in an investigation or proceeding; opposing any act or practice made unlawful by any local, state, or federal law; or for exercising any other legally protected right.

All employees must follow this policy. Any employee who violates this policy will be subject to disciplinary action, up to and including termination of employment.

If you have questions or feel that you have been discriminated against because of your protected status, have been improperly denied a reasonable accommodation, have experienced retaliation, or have witnessed or been subjected to conduct that is otherwise inconsistent with this policy, please follow the reporting procedures outlined in the Workplace Respect Policy.

All reports describing conduct inconsistent with this policy will be reviewed and/or investigated promptly in accordance with the procedure outlined in the Firm's Workplace Respect Policy.

Contact the [Human Resources Business Partner](#) if you have any questions.