



Anti-Harassment

All Unlawful Harassment Prohibited

Southwire strictly prohibits and does not tolerate unlawful harassment against employees, or other individuals (such as vendors, sales agents, customers, contractors and visitors) because of race, religion, creed, national origin, ancestry, sex, pregnancy, gender, sexual orientation, gender identity, age, disability, citizenship, genetic information, past, current or prospective service in the uniformed services or any other characteristic protected under applicable federal, state or local law.

Harassment is prohibited both at the workplace and at employer-sponsored events.

Sexual Harassment

All Southwire employees and other individuals who may come in contact with our employees in the course of conducting business (such as vendors, sales agents, customers, contractors and visitors) are prohibited from harassing others based on that individual's sex or gender and regardless of the harasser's sex or gender.

Sexual harassment means any harassment based on someone's sex or gender. It includes harassment that is not sexual in nature (for example, offensive remarks about an individual's sex or gender), as well as any unwelcome sexual advances or requests for sexual favors or any other conduct of a sexual nature, when any of the following is true:

- Submission to the advance, request or conduct is made either explicitly or implicitly a term or condition of employment;
- Submission to or rejection of the advance, request or conduct is used as a basis for employment decisions; or
- Such advances, requests or conduct have the purpose or effect of substantially or unreasonably interfering with an employee's work performance by creating an intimidating, hostile or offensive work environment.

Southwire will not tolerate any form of sexual harassment, regardless of whether it is:

- Verbal (for example, derogatory names/statements, slurs, sexually-related comments or jokes, unwelcome sexual advances or requests for sexual favors);
- Physical (for example, assault or inappropriate physical contact); or
- Visual (for example, displaying sexually suggestive posters, cartoons or drawings, sending inappropriate adult-themed emails/texts or gifts, leering or making sexual gestures).

This list is illustrative only, and not exhaustive. No form of sexual harassment will be tolerated.

Other Types of Harassment

Southwire's anti-harassment policy applies equally to harassment based on an employee's race, religion, creed, national origin, ancestry, age, disability, citizenship, genetic information, past, present or prospective service in the uniformed services or any other characteristic protected under applicable federal, state or local law.

Such harassment often takes a similar form to sexual harassment and includes harassment that is:

- Verbal (for example, derogatory names/statements, slurs, derogatory comments or jokes);
- Physical (for example, assault or inappropriate physical contact); or
- Visual (for example, displaying derogatory posters, cartoons, drawings or making derogatory gestures).

This list is illustrative only, and not exhaustive. No form of harassment will be tolerated.

Violations of this Policy

Any employee, regardless of position or title, who has subjected an individual to harassment in violation of this policy, will be subject to discipline, up to and including termination of employment.

State Resources

Please consult your State Supplement to this Handbook for additional information regarding additional information applicable to your location.

Student Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____