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# **Global Human Rights Policy**

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## **PIERCE GLOBAL HUMAN RIGHTS POLICY**

This Global Human Rights Policy (the “Policy”) is designed to establish global standards related to human rights and labor for all employees, suppliers, third parties, and other business partners (the “Business Partners”), and to ensure compliance with those expectations. This Policy is informed by, among other things, the International Bill of Human Rights, the OECD Guidelines for Multinational Enterprises, the United Nations Guiding Principles on Business and Human Rights, the Ten Principles of the United Nations Global Compact and the International Labour Organization’s Declaration on Fundamental Principles and Rights at Work.

Pierce requires our Business Partners to use their best efforts to extend the principles embodied in this Policy and the Supplier Code of Conduct to their suppliers and agents that are engaged in the production, supply and support of products or services for Pierce. Operating our worldwide business in accordance with these standards is imperative to ensuring that Pierce represents the highest ideals of ethics and integrity—for each other and the customers, industries and communities we serve.

This Policy goes beyond mere compliance with law. In any case where applicable law sets a higher standard, the higher standard applies. These general rules and standards are supplemented with local rules and policies for each business unit of Pierce. Where local labor and employment laws conflict with these standards, the local work rules, employment agreements, and laws will govern. In those situations, this Policy plays only an advisory role. Additionally, we expect our employees and Business Partners to conduct themselves in accordance with all other Pierce policies.

Pierce reserves the right to assess its Business Partners’ compliance with this Policy. As applicable, Business Partners must maintain a management system that demonstrates adoption of the principles embodied in this Policy and that tracks and documents compliance with applicable laws, government policies and regulations. Upon request, Business Partners will provide Pierce with information necessary to assess compliance with this Policy. If a Business Partner refuses or is unable to correct the non-compliance to our satisfaction, Pierce may terminate the relationship. Pierce reserves the right to amend this Policy and any of its requirements.

### **Oversight, Implementation and Stakeholder Feedback**

Our Corporate team maintains general oversight for the matters contemplated by this Policy and Pierce management is responsible for the ongoing administration of this Policy. We are committed to continued engagement with all of our stakeholders, including the global communities we operate within.

### **Employee Training**

When applicable, our employees will receive training on requirements and principles within this Policy as part of their training on the Employee Code of Conduct. Additionally, our Business Partners are expected to provide training, aligned with the requirements and principles of this Policy, to their employees as appropriate.

## **Human Rights Principles**

At Pierce, we are dedicated to being a responsible global corporate citizen. We are committed to respecting human rights and ensuring that our employees, Business Partners' employees and individuals in the communities affected by our business operations are treated with dignity and respect. As part of our commitment to human rights, we expect Pierce employees and Business Partners to adhere to these principles:

### 1. **Equal Opportunity, Non-Discrimination and Non-Harassment**

We are committed to fostering a culture where every employee is valued and respected for their experiences and perspectives – and that reflects the world around us. We believe diverse viewpoints, cultures, races and genders, within an inclusive work environment, contributes to the rich exchange of ideas that inspires innovation and brings the best solutions to our customers.

Further, Pierce strictly prohibits and requires Business Partners to prohibit discrimination against or harassment of any employee or applicant on the basis of race, color, religion, sex, gender identity, sexual orientation, age, disability, national origin, or any other factor deemed unlawful. We expect Pierce employees and Business Partners to treat each employee with dignity and respect.

### 2. **Health and Safety**

Protecting employee safety and health is a core value at Pierce and it is against our policies for any person to work in unsafe conditions or in an unsafe manner. At Pierce, we are committed to providing a safe and healthy working environment that complies with applicable safety and health laws, regulations and internal requirements, and expect our Business Partners to do the same in order to protect employees from short, immediate and long-term harm.

We are committed to engaging with our employees to continually improve health and safety in our workplaces, including the identification of hazards and remediation of health and safety issues. Our internal safety efforts are guided by our Corporate Safety Manager. The Manager ensures strategy alignment and track progress on priorities, including safety education, prevention, trends and compliance. All locations have a dedicated safety leader to work proactively in addressing health and safety concerns. We conduct safety training for all operational employees and management.

Pierce further acknowledges that the right to safe drinking water is a fundamental human right. Our employees, as well as workers at our Business Partners, should have access to safe drinking water.

### 3. **Forced Labor and Human Trafficking**

Pierce will not tolerate, and we forbid our Business Partners to use any form of forced, bonded or indentured labor, debt or involuntary servitude, any other form of modern slavery, or involuntary prison work in their operations or within their supply chain. Further, compensation practices should comply with applicable wage laws, including those relating to minimum wages, overtime compensation and legally mandated benefits.

Employees of both Pierce and its Business Partners must have the right to freely terminate employment in accordance with applicable laws and regulations without fear of physical, psychological, sexual or verbal abuse. Employees of both Pierce and its Business Partners may not be required to lodge deposits of identity papers, including passports or work permits.

Recruitment fees may not be charged to workers or potential workers.

4. Child Labor

Pierce will not tolerate the use of child labor and we forbid our suppliers to use child labor in their operations or within their supply chain. We require that all employees of Pierce and its Business Partners be of the appropriate age as defined by applicable local and national laws.

5. Employment Standards, Working Conditions and Compensation

Pierce operates within reasonable working hours and maintains a positive and productive work environment consistent with commonly accepted practices in each locale, and we require the same of our Business Partners. Pierce will not tolerate any form of harsh or inhumane treatment, including sexual harassment, sexual abuse, corporal punishment, mental or physical coercion or verbal abuse. Pierce requires our Business Partners to have a healthy and safe working environment in accordance with all applicable laws and regulations and to protect employees from short, immediate and long-term harm.

6. Freedom of Association

Pierce and its Business Partners must respect the rights of workers to associate freely and seek representation in accordance with local laws.

### **Reporting Concerns or Raising Questions**

Pierce employees may report any violations of this Policy or other concerns to:

- Contact your local supervisor/manager
- Or go to the Pierce website and file a report: <http://www.PierceDistribution.com>
- Or call our 800 number: 800-466-7397

We encourage employees of Business Partners to work through their own company to resolve internal ethics issues. However, Business Partners should promptly report violations of the principles within this Policy by either going to the Pierce website or calling the 800 number as referenced above. Reports to Pierce are anonymous if requested, but it is important to provide as many facts, details, witnesses, and documents as you can. We tolerate no form of reprisal against employees who report concerns.