

Equal Employment Opportunity and Commitment to Diversity

The Red Cross strives to provide its services consistent with the Fundamental Principles of the International Red Cross Movement. The American Red Cross endorses systematic, periodic evaluations that examine inclusion and programmatic sensitivity. The Red Cross is fully committed to equal employment opportunity and this commitment goes beyond the letter of the law. It extends to the spirit of the law and to making certain that in all our practices we offer full and equal opportunity to everyone. The leadership of the Red Cross is committed to a workplace which values diversity, is free of harassment and intimidation, assures equal employment opportunity, and complies with affirmative action regulations.

It is the policy of the Red Cross to provide equal employment opportunity to all employees and applicants in every aspect of the employment process.

The Red Cross does not discriminate against, nor does it tolerate discrimination against or harassment of, any person based on race, color, religious creed, religion, sex, gender, sexual orientation, national origin, age, physical disability, mental disability, medical condition, veteran or military status, marital status, citizenship status, ancestry, gender identity, gender expression, genetic information, genetic conditions or predisposition to certain diseases or any other characteristic protected by applicable federal, state or local law. Moreover, the Red Cross does not tolerate intimidation, threats, coercion or retaliation against any person for making concerns known, assisting in investigations, participating in compliance evaluation activities, opposing unlawful acts and practices, or exercising any rights protected by applicable law, in good faith.

The Red Cross takes appropriate action to ensure that all qualified applicants and employees receive equal opportunity, as defined by applicable law, for recruitment, selection, advancement, and all other aspects of employment. All employment decisions are based on legitimate non-discriminatory business criteria.

The Red Cross will endeavor to provide a reasonable accommodation for qualified persons with known disabilities and pregnant employees, when a reasonable accommodation is necessary for the performance of the essential functions of the job the person is holding or is seeking to hold, and the reasonable accommodation does not cause undue hardship to the Red Cross. Employees who are pregnant or qualified individuals with a disability and require a reasonable accommodation should notify Management or Human Resources. Such employees may be required to submit documentation from a healthcare provider verifying the disability and need for an accommodation. Medical documentation related to the alleged disability and/or request for accommodation will be kept confidential, in a file separate from an employee's personnel documents. Management and Human Resources will discuss the reasonable accommodation request, and if appropriate, engage in an

interactive process with the employee to determine if the request (or an alternative) is appropriate and can be implemented. Management personnel who have concerns that a reasonable accommodation may be needed for a qualified employee with a disability should discuss the concern with Human Resources.

The Red Cross also endeavors to provide reasonable accommodations of sincere religious observance when the reasonable accommodation does not cause undue hardship to the Red Cross. Employees who require a reasonable accommodation of sincere religious observance should notify Management or Human Resources. Such employees may be required to submit documentation verifying the sincere religious observance and need for an accommodation. Management and Human Resources will discuss the reasonable accommodation request, and if appropriate, engage in an interactive process with the employee to determine if the request (or an alternative) is appropriate and can be implemented. Management personnel who have observance should discuss the concern with Human Resources.

Employees who have concerns regarding any unfair treatment by any coworker, manager, supervisor, volunteer, vendor or client with whom the employee comes into contact, on the basis of any characteristic protected by applicable federal, state or local law or policy and/or any accommodation request should raise their concerns in accordance with the Dispute Resolution Policy in the handbook.