

## Equal Employment Opportunity Policy

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### *Policy Overview*

Lowe's recognizes the value of a diverse workforce and believes that a diverse workforce builds competitive advantage. We are committed to providing equal opportunities in employment and creating an inclusive workplace and work culture in which all employees are treated with respect and dignity.

### *Purpose*

The purpose of the Equal Employment Opportunity policy is to outline Lowe's commitment to equal employment opportunities and ensure a workplace free from discrimination/harassment.

### *Scope and Application*

This policy applies to all locations in Union of India. This policy applies to all associates, interns, applicants, customers, vendors, contractors, or any other individual or entity who is in a business relationship with Lowe's. It also covers those employees who acquire disability during their work tenure.

### *Preamble*

Federal, state and local laws make it unlawful to hire, discharge or otherwise discriminate against individuals with respect to their compensation, terms, conditions or privileges of employment because of their race, color, religious creed, sex, gender, age, ancestry, national origin, mental or physical disability or medical condition(including but not limited to persons affected by Human Immunodeficiency Virus or other similar diseases) , sexual orientation, gender identity or expression, marital status, military or veteran status, genetic information and other categories protected under applicable state and local laws ("Disadvantaged Groups").

Lowe's is committed to a workplace free of discrimination of any kind, including sexual, racial and any other forms of harassment. All associates are expected to conduct themselves in such a manner as to maintain an environment of non-discrimination and to respect and preserve the individual rights and dignity of every person.

Lowe's hires, compensates and promotes associates based on merit.

### *Definitions*

1. **"Associate"** shall mean a person employed and on the pay roll with Lowe's and/or its affiliate/s.
2. **"Discrimination"** means any act or omission which directly or indirectly, expressly or by effect, immediately or over a period of time,
  - (a) imposes any burden, obligation, liability, disability or disadvantage on any person or category of persons, based on the race, color, religious creed, sex, gender, age, ancestry, national origin, mental or physical disability or medical condition(including but not limited to persons affected by Human Immunodeficiency Virus or other similar diseases) , sexual orientation, gender identity or expression, marital status, military or veteran status, genetic information and other categories protected under applicable state and local laws ;or,
  - (b) denies or withholds any benefit, opportunity or advantage from any person or category of persons, based on one or more grounds mentioned above; or
  - (c) any distinction, exclusion, restriction on the basis of disability which is the purpose or effect of impairing or nullifying the recognition, enjoyment or exercise on an equal basis with others of all human rights and fundamental freedoms in

the economic, social, cultural, civil or any other field and includes all forms of discrimination and denial of reasonable accommodation.

3. **“Information and Communication Technology”** includes all services relating to information and communication, including telecom services, web-based services, electronic and print services, digital and virtual services.
4. **“Person with Disability”** means a person with long term physical, mental, intellectual or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others and such person has the necessary certificate issued from the Government of India and its agencies, as may have been notified from time to time.
5. **“Person with Benchmark Disability”** means a person with not less than forty per cent. of a specified disability where, specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority under the applicable law.
6. **“Reasonable Accommodation”** means necessary and appropriate modification and adjustments, without imposing a disproportionate or undue burden in a case, to ensure to persons with disabilities the enjoyment or exercise of rights equally with others at the workplace.

#### *Notification of Open positions*

Lowe’s encourages all/any persons from Disadvantaged Groups including but not limited to Persons with Disability to apply for roles and open positions. The hiring is purely based on merit and the candidates are evaluated based upon their skills and competence. The list of open positions and details concerning the same may be accessed at <http://lowes.co.in/careers/>

#### *Recruitment and Training*

Lowe’s will endeavor to provide proper onboarding, learning and development opportunities at workplace. The assistive aids, accessible training venue, accessible materials, interpreter, scribe, etc. may be provided based on the request to encourage and assist Persons with Disability.

#### *Amenities and Facilities*

Lowe’s aims to ensure that our facilities and amenities enables easy accessibility to the Persons with Disability.

1. Physical infrastructure adheres to the accessibility Standards given in “The Harmonized Guidelines and Space Standards for Barrier Free Built Environment for Persons with Disabilities and Elderly Persons, 2016 and the National Building Code, 2016.”
2. Fire evacuation training and assistance from designated Emergency Response Team (ERT) member
3. Barrier free access to Lowe’s premises, infrastructure and Information and communication technology
4. Reasonable accommodation basis the requests made by the Associates.

### *Record and Registers*

In accordance to the applicable laws, relevant records and register shall be maintained at Lowe’s premises which shall be open for the inspection by the competent authorities and authorized officers at all business days during the reasonable hours.

Aforesaid record and registers shall include such details as may be required under The Rights of Persons with Disability Act, 2016 and rules framed thereunder from time to time.

### *Liaison Officer*

As per the mandate Lowe’s has appointed Diversity & Inclusion Head as a Liaison Officer who will be responsible for taking initiative and providing the requisite support needed to realize the goals of an inclusive and accessible workplace and reasonable accommodation.

### *Grievance Redressal*

If you believe that you have been discriminated against, harassed or have not been given equal opportunities at work, you are encouraged to report to either;

- a. Your manager
- b. Your skip-level manager
- c. Human Resources
- d. Grievance Redressal Committee
- e. Ethics Point Hotline @ [compliance@lowes.com](mailto:compliance@lowes.com) via internet [www.ethicspoint.com](http://www.ethicspoint.com)

### *Corrective Action*

Violation of this policy will be considered as serious form of misconduct, which can result in disciplinary action up to and including termination of employment.

## Document History

Version	Date	Release/Amendments/Changes Details	Prepared by	Reviewed by	Approved by
1	01/11/2019	Initial Release	Legal	HR	Ankur Mittal