

## DEI Guiding Principles

- Diversity is about multiplicity of perspectives and experiences and valuing the uniqueness of individuals. To accomplish this, we move beyond simple tolerance to embracing and celebrating the rich dimensions of diversity within our society.
- Diversity, equity, and inclusion are woven into the fabric of everything we do.
- Our “No room for racism” program is one way we acknowledge and address racism in our company and communities in which we work and participate.
- We cultivate an environment where exploration of these differences is safe, positive, and nurturing.
- We realize that diversity is healthy, needed, and increases productivity. We believe it is extremely important to support and protect diversity.

## AJBoggs' Equal Employment Opportunity Policy

A.J. Boggs & Company (AJBoggs) is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, color, creed, religion, national origin, ancestry, citizenship status, age, sex, gender (including pregnancy, childbirth, and pregnancy-related conditions), gender identity, or expression (including transgender status), sexual orientation, marital status, military service, veteran status, physical or mental disability, genetic information, or any characteristic protected by applicable federal, state, or local laws and ordinances. AJBoggs' management team follows this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, access to facilities and programs, and general treatment of employees.

AJBoggs will endeavor to make reasonable accommodation of an otherwise qualified applicant or employee related to an individual's: physical or mental disability; sincerely held religious beliefs and practices; and/or any other reason required by applicable law, unless doing so would impose an undue hardship upon AJBoggs' business operations.

Any applicant or employee who needs an accommodation to perform the essential functions of the job should contact the manager to request such an accommodation. The individual should specify what accommodation is needed to perform the job and submit supporting documentation explaining the basis for the requested accommodation, to the extent permitted and in accordance with applicable law. The Company then will review and analyze the request, including engaging in an interactive process with the employee or applicant, to identify if such accommodation can be made. The Company may identify other accommodations, if any. The individual will be notified of the Company's decision regarding the request within a reasonable period. All medical information submitted as part of the accommodation process will be treated in a confidential manner.

Any employee with questions or concerns about equal employment opportunities in the workplace are encouraged to bring these issues to the attention of the Company's Human Resource Manager. AJBoggs will not allow any form of retaliation against individuals who raise issues of equal employment opportunity. If employees feel they have been subjected to any such retaliation, they should contact the Company's Human Resource Manager. To ensure the Company's workplace is free of artificial barriers, violation of this policy, including any improper retaliatory conduct, will lead to disciplinary action, up to and including termination. All employees must cooperate with all investigations conducted pursuant to this policy.