

# Diversity, Equity & Inclusion Policy

FACT Foundation is committed to fostering, cultivating and preserving a culture of diversity, equity and inclusion. We believe that valuing diversity is a competitive differentiator enabling us to achieve our vision to create unmatched value for our customers, colleagues, business partners and shareholders.

Our members are our most valuable asset. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our members invest in their work represents a significant part of not only our culture, but our reputation and company's achievement as well.

We embrace and encourage our members' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our members unique.

FACT Foundation's diversity initiatives are applicable, although not limited, to our practices and policies on recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; social and recreational programs; layoffs; terminations; and the ongoing development of a work environment built on the premise of gender and diversity equity that encourages and enforces:

- Respectful communication and cooperation between all members.
- Teamwork and member participation, permitting the representation of all groups and member perspectives.
- Recognition of each member as an individual with unique backgrounds and lived experiences.
- Work/life balance through work schedules to accommodate members' varying needs.
- Employer and member contributions to the communities we serve to promote a greater

understanding and respect for diversity.

## 2. Scope

This Diversity and Inclusion Policy applies to all FACT Foundation members.

## 3. Commitment

Our commitment to diversity and inclusion aligns with our core values and is sponsored at the highest levels in the organization. To provide informed, authentic leadership for cultural equity, FACT Foundation strives to:

- Create a workplace culture free from discrimination, harassment, and gossip; and one that embraces individual differences.
- Attract, retain and develop a diverse range of talented, energetic and committed people.

- See diversity, equity, and inclusion as connected to our mission and critical to ensure the well-being of our staff and the communities we serve.
- Acknowledge and dismantle any inequities within our policies, systems, programs, and services, and continually update and report organization progress.
- Explore potential underlying, unquestioned assumptions that interfere with inclusiveness.
- Practice and encourage transparent communication in all interactions.
- Lead with respect and tolerance. We expect all members to embrace this notion and to express it in workplace interactions and through everyday practices.

FACT Foundation abides by the following action items to help promote diversity and inclusion in our workplace:

- Pursue cultural competency throughout our organization by creating substantive learning opportunities and formal, transparent policies.
- Develop increased awareness of bias during the hiring, promoting, performance evaluation, and compensation practices. Train our hiring team on equitable practices.

#### **4. Member Responsibilities**

All members of FACT Foundation have a responsibility to treat others with dignity and respect. Members are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other company-sponsored and participative events. Members are also required to attend and complete annual diversity awareness training to help them to fulfill this responsibility.

FACT Foundation diversity initiatives are applicable to our practices and policies on recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; social and recreational programs; layoffs; terminations; and the ongoing development of a work environment built on the premise of diversity equity. All such decisions are made by using objective standards based on the individual's qualifications as they relate to the job.

Any member found to have exhibited any inappropriate conduct or behavior against others may be subject to disciplinary action which may include termination of employment.

Members may ask questions, raise concerns or report instances of potential non-compliance with this Policy or our Mission, Vision and Values by contacting the board president or any board members.