

## MUTUAL RESPECT POLICY

*NOTICE: By accepting employment with or conducting business with HR Consulting Group, LLC you are hereby agreeing to the below company policy.*

HR Consulting Group, LLC prides itself in conducting business with a strong focus on mutual respect, honesty, integrity, and professionalism. Additionally, our moral compass mandates that Diversity, Equity, and Inclusion be at the very core of our company values!

As such, it is the firm policy of our company to never discriminate in our business practices or employment opportunities due to race, religion, sex, gender identity, sexual orientation, veteran status, marital status, national origin, ethnicity, age, socioeconomic status, or political party. In such, all clients, employees, officers, representatives, contractors, vendors, etc shall interact with all persons conducting business with or on behalf of HR Consulting Group, LLC with complete respect, non-discriminatory practices, and non-abusive interactions at all times. In summary, all persons shall be treated with respect, compassion, and acceptance regardless of their individual traits, characteristics, lifestyles, or identities.

Furthermore, it is also our policy to refuse services to any person or entity or discharge any employee, contractor, or other person or entity performing work for, with, or on behalf of HR Consulting Group, LLC if such person or entity is determined to be liable for offenses which include but are not limited to discrimination of any type, rudeness, insulting comments, disruptive/unruly behavior, acts of dishonesty, or acts of harassment directed towards our clients, company, agents, contractors, officers, or any other person or entity conducting business with or on behalf of our company.

Any reported violation of this policy shall be thoroughly investigated by our ethics office and if it is determined that legitimate violations of this policy occurred, any applicable business or employment agreements with the offending party shall be immediately terminated without compensation of any sort. Therefore, be advised that by accepting employment with or entering into a service agreement with this company, you hereby accept this policy and agree to abide by its terms and conditions without reservation.

<i>Charleigh Nicole Canham, MBA</i>
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President/CEO. July 6<sup>th</sup>, 2025