



## Equal Employment Opportunity/ Affirmative Action

CLA exists to create opportunities for our clients, our people, and our communities. We foster and promote an inclusive culture where our CLA family members can build inspired careers.

We are committed to providing equal employment opportunities without regard to race, creed, color, religion, sex (including pregnancy, childbirth, and medical conditions related to pregnancy, childbirth, or breastfeeding), sex stereotyping (including assumptions about a person's appearance or behavior, gender roles, gender expression, or gender identity), gender, age, national origin, citizenship status, ancestry, mental or physical disability, intellectual disability, military service, protected veteran status, genetic information, medical condition, sexual orientation, gender identity, gender expression, natural hairstyle, marital status, sexual and reproductive health choices or any other characteristic protected by federal, state or local law. We interpret these protected statuses broadly to include both the actual status and also any perceptions and assumptions made regarding these statuses. This policy relates to all phases of employment and employment actions, including, but not limited to recruiting, hiring, training, advancement, compensation, benefits, transfers, layoffs and terminations. This policy and the law prohibit employment discrimination against any CLA family member or applicant on the basis of any legally protected status outlined above.

CLA prohibits harassment, intimidation, threats, coercion or retaliation against CLA applicants or CLA family members because they have: 1) filed a complaint; 2) assisted or participated in a review, investigation or hearing related to any federal, state or local law requiring equal employment opportunity; 3) opposed any act deemed unlawful by any federal, state, or local law; or 4) exercised any other legal right protected by federal, state, or local law.

We are strongly committed to this policy and believe in the concept and spirit of the laws it supports.

CLA also makes reasonable accommodations for qualified applicants and CLA family members with disabilities unless doing so creates an undue hardship, in accordance with all legal requirements. Any applicant or CLA family member who requires an accommodation to perform the essential functions of the job should contact [MyPeopleSolutions@claconnect.com](mailto:MyPeopleSolutions@claconnect.com) to request that accommodation. CLA will work with that individual to attempt to identify a reasonable accommodation that will not impose an undue hardship on the Firm.

All CLA family members must follow this policy. Any CLA family member who violates this policy will be subject to disciplinary action, up to and including termination of employment.

If you have questions or feel that you have been discriminated against because of your protected status, have been improperly denied a reasonable accommodation, have experienced retaliation, or have witnessed or been subjected to conduct that is otherwise inconsistent with this policy, then you must follow the reporting procedures outlined in CLA's Anti-Harassment Policy.

All reports describing conduct inconsistent with this policy will be investigated promptly and effectively in accordance with the procedure outlined in CLA's Anti-Harassment Policy.

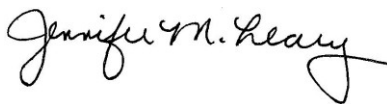


Please see CLA's Anti-Harassment policy for information about the Firm's policy regarding investigation and resolution of complaints.

The chief executive officer fully supports CLA's affirmative action program and has appointed Mary Ann Szwed as CLA's EEO coordinator. The EEO coordinator's responsibilities include implementing an internal audit and reporting system to monitor and measure the effectiveness of CLA's equal employment opportunity efforts and report to executive management on this and any needs for remedial action.

CLA maintains affirmative action plans for minorities, women, individuals with disabilities, and protected veterans. Any questions regarding the plans or the Firm's equal opportunity policy should be directed to the EEO coordinator who is responsible for the implementation of the plans. All CLA family members are responsible for supporting the concept of equal employment opportunity and affirmative action and assisting and cooperating in meeting our plan benchmarks and goals.

If you wish to view the plans for protected veterans and individuals with disabilities, contact Mary Ann Szwed at [maryann.szwed@claconnect.com](mailto:maryann.szwed@claconnect.com) during normal business hours and arrangements will be made for the areas of the plan available for inspection under the law.



Jennifer M. Leary  
Chief Executive  
Officer  
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