



## ANTI-HARASSMENT POLICY

*Note: This Policy is the property of Republic Services, Inc. and/or its subsidiaries and affiliated entities (collectively referred to herein as "Republic" or the "Company") and is to be used in connection with the conduct of Republic's business. This Policy is not intended to and does not constitute or create contractual terms of employment. Refer to the [Policies and Procedures Manual](#) ("PPM") section of [Inside Republic Services](#) for the most current versions of Republic's Policies.*

POLICY NUMBER: HRS-118

CATEGORY: Human Resources

ORIGINAL EFFECTIVE DATE: 4/14/2009

LATEST REVISION DATE: 07/20/2020

POLICY CONTACT(S) AND QUESTIONS: Local Human Resources Manager, Area Director, Human Resources, Corporate Director, Human Resources or Vice President, Human Resources.

Questions also may be directed to [EthicsandCompliance@RepublicServices.com](mailto:EthicsandCompliance@RepublicServices.com)

### POLICY HIGHLIGHTS:

- **Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.**
- **Every report of harassment allegations will be reviewed by the appropriate Human Resources Manager; Area Director, Human Resources; and/or the Corporate Human Resources Department.**
- **Employees believing that they are or have been subjected to any form of harassment prohibited by this policy are urged to contact their immediate supervisors.**

### PURPOSE

The purpose of this Policy is to describe Republic Services, Inc.'s and its subsidiaries ("Republic" or the "Company") approved policies and procedures on sexual and other harassment.

### SCOPE

This policy applies to all employees, as well as all vendors, contractors, and visitors on Company property at any time.

### REQUIREMENTS AND RESPONSIBILITIES

#### Policy Statement

The Company does not tolerate any form of illegal harassment, discrimination, intimidation or retaliation in the workplace by any employee or third party (including vendors, contractors, and visitors on Company property).

Consistent with the Company's commitment to providing employees with a rewarding job experience, and in compliance with various laws, the Company will not tolerate harassment against any employee based on the employee's race, color, religion,

national or social origin, ethnicity, sex, sexual orientation, gender identity or expression, age, disability, veteran status, relationship, or association with a protected veteran (spouses or other family members), genetic testing or any other classification protected by law, even if the law does not prohibit the conduct. Employees who violate this policy will be disciplined and may be held personally liable for any injury suffered by another employee as a result of such conduct.

Under the law, harassment occurs only when conduct meets certain specific criteria. However, this policy is intended to prohibit all conduct directed at an employee because of race, color, religion, national or social origin, ethnicity, sex, sexual orientation, gender identity or expression, age, disability, veteran status, relationship, or association with a protected veteran (spouses or other family members), genetic testing or any other classification protected by law, even if the law does not prohibit the conduct. This includes conduct or comments that a person would reasonably find offensive. Therefore, jokes or comments about a person's race, religion, color, national origin, sex, sexual orientation, gender identity or expression, age, disability, veteran status, relationship or association with a protected veteran (spouses or other family members), or any other classification protected by law will not be tolerated. Accordingly, the Company may discipline employees who violate this policy even if the employees' conduct does not violate the law.

### Responsibilities

#### A. Employees

- 1) Every employee is responsible for refraining from conduct or language that could reasonably be viewed as harassment and is expected to report any such conduct to management.
- 2) Employees need to understand that conduct acceptable to them may be offensive to other employees.
  - i. It is the Company's policy to prohibit inappropriate physical touching, sexually explicit language, obscene gestures, staring, sexual or gender-related jokes, display of explicit materials, comments about other employees' bodies, derogatory comments about an individual's sex, sexual orientation, gender identity or expression, repeated requests for dates or other expressions of attraction or sexual interest, and other similar behavior.

#### B. Supervisors

- 1) All supervisors and managers have the responsibility to maintain the workplace free of harassment and are responsible for the full implementation of this policy.

#### C. Human Resources

- 1) Every report of conduct prohibited by this policy will be reviewed by the appropriate Human Resources Manager; Area Director, Human Resources; and/or the Corporate Human Resources Department.
  - i. The review will be conducted on a fair and impartial basis and in a thorough and timely manner. The relevant facts will be evaluated on a case-by-case basis in determining whether an action does, in fact, violate this policy. All such reviews will be documented and conducted in a manner designed to maintain confidentiality and protect the privacy of all parties concerned to the maximum extent permissible under the circumstances.

### General Procedures and Controls

Employees believing that they are or have been subjected to any form of harassment prohibited by this policy are urged to contact their immediate supervisors. However, there may be times when an employee is reluctant to report such conduct to an immediate supervisor. In such cases, the employee should report the conduct to a management representative with whom the employee is comfortable reporting the conduct, such as the Site or Area Manager; the Division or Area Human Resources Manager; the Area Director, Human Resources; a Corporate Human Resources Manager; the Vice President, Human Resources; or by contacting the confidential AWARE Line either by phone at 1-866-3-AWARE-4 or web report at [AWARELine.RepublicServices.com](http://AWARELine.RepublicServices.com). Similarly, any employee who becomes aware of a violation of this policy should report it to one of these parties. In particular, supervisors and managers have the responsibility to promptly report harassment to Human Resources so that the Company may conduct a review and take prompt and appropriate corrective and preventive action.

Failure to do so may result in disciplinary action being taken against the supervisor or manager, up to and including termination of employment.

## CONSEQUENCES OF NON-COMPLIANCE

Any Republic employee, regardless of position or title, who violates any provision of this policy, may be subject to disciplinary action, including in certain circumstances termination of employment. Violations by any third party acting on behalf of the Company may result in removal of assignment.

## REPORTING AND PROTECTION FROM RETALIATION

Employees are encouraged to speak up without fear of retaliation when they see or suspect policy violations. Retaliation is prohibited and will not be tolerated at Republic. Retaliation means that an employee is subjected to a negative consequence for reporting a concern under this Policy or participating in an investigation under this Policy.

## DEFINITIONS

Sexual harassment is unique in that it includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Under the law, illegal sexual harassment occurs when:

- 1) Submission to such conduct is made, either explicitly or implicitly, a condition of an individual's employment;
- 2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- 3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

## POLICIES, PROCEDURES AND OTHER RESOURCES

- [Non-Discrimination and Equal Opportunity Policy](#)
- [Code of Business Ethics and Conduct](#)
- [PPM SharePoint Site](#)
- [Speak Up Poster](#)