



ANTI-HARASSMENT

Policy Origination Date: April 17, 1998

Policy Revision Date: August 1, 2021

APPLICABILITY

This policy applies to all LP employees and other workers or representatives of LP, including vendors, customers, and clients.

PRINCIPLE

LP does not tolerate any form of harassment in the workplace or at employer-sponsored events. All employees should be treated with respect and dignity in their workplace; a workplace that is free from unlawful harassment.

POLICY

All LP employees, other workers, and representatives, (including vendors, customers, and clients), are prohibited from harassing LP employees because of race, color, sex (including pregnancy, sexual orientation, and gender identity), genetic information (including family medical history), age, religion, creed, national origin, physical or mental disability, past, current, or prospective service in the uniformed services, or any other status protected by applicable, local, state, or federal law.

Such harassment includes, but is not limited to:

- Verbal conduct, such as epithets, slurs, derogatory statements, or jokes.
- Physical conduct, such as assault or inappropriate physical contact.
- Visual conduct, such as displaying derogatory cartoons or drawings, leering, making derogatory gestures.
- Online conduct, such as derogatory statements or postings on social media platforms.

SEXUAL HARASSMENT

LP's anti-harassment policy applies equally to sexual harassment. Sexual harassment means any harassment that is based on someone's sex or gender. It includes harassment that is not sexual in nature, for example, offensive statements about a person's sex or gender. Sexual

harassment also includes unwelcome sexual advances, or requests for sexual favors, when any of the following is true:

Submission to the advance, request, or conduct is made either explicitly or implicitly a term or condition of employment. Submission to or rejection of an advance is used as the basis for an employment decision. Such advances, requests, or conduct have the purpose or effect of substantially interfering with an employee's work performance by creating an intimidating, hostile, or offensive work environment. **Harassing conduct includes, but is not limited to:**

- Verbal conduct, such as epithets, slurs, derogatory statements, sexually-related comments or jokes, unwelcome sexual advances or requests for sexual advances.
- Physical conduct, such as assault or inappropriate physical contact.
- Visual conduct, such as displaying sexually suggestive cartoons or drawings, leering, making sexual gestures or sending inappropriate adult-themed gifts.
- Online conduct, such as derogatory statements or sexually-related postings on social media platforms.

HOW TO FILE A COMPLAINT

EMPLOYEES

If you are subject to any conduct that you believe violates this policy, or witness any such conduct, you must promptly report the potential policy violation to your direct supervisor or to a member of the Human Resources Department. If the conduct involves your direct supervisor, you should report the incident directly to the Human Resources Department. While employees are encouraged to report harassment through LP's internal process, if you do not feel comfortable reporting the conduct either to your supervisor or to the Human Resources Department, you may report the information to LP's confidential hotline at 1-800-496-4892 or LPConfidential.lpcorp.com.

Complaints should be made in writing, where possible. The complaint should include all details, specifying dates, potential witnesses, name(s) of the individual(s) involved, and others who may be aware of other relevant information. Reporting the conduct as soon as it occurs is highly encouraged.

LP is committed to enforcing this policy against all forms of harassment. However, the effectiveness of our efforts depends largely on employees reporting inappropriate workplace conduct. If employees do not tell us about harassing conduct, LP may not become aware of possible violations of this policy and may not be able to take appropriate action.

MANAGERS AND SUPERVISORS

Managers and supervisors are accountable for the prevention and correction of incidents of harassment in their areas of responsibility. Managers and supervisors at all levels are responsible for assuring that the employees in their areas of responsibility are aware of this

policy. Managers and supervisors who receive allegations of harassment, or who observe harassing conduct, must immediately report the information to a member of the Human Resources Department, so an investigation may be conducted.

WHAT HAPPENS AFTER A COMPLAINT IS REPORTED?

LP will promptly and thoroughly investigate all complaints alleging any form of harassment. Care will be taken to protect confidentiality, to the degree possible, while still enabling LP to conduct its investigation. Corrective action will be taken where appropriate.

RETALIATION IS PROHIBITED

LP strictly prohibits any form of discipline, reprisal, intimidation, or retaliation against any employee for using this complaint procedure or for good faith reporting of conduct, providing witness testimony, or assisting or participating in any manner in any investigation, whether such investigation is internal or is or conducted by a local, state, or federal agency.

For more information on LP's policy prohibiting retaliation, please refer to LP's Non-Retaliation for Good Faith Reporting policy or contact a member of the Human Resources Department.

VIOLATIONS

Employees, regardless of position or title who are found to engage in harassment or in retaliation will be subject to corrective action, up to and including termination of employment.

This policy is not intended to restrict communications or actions protected by or required by local, state, or federal law.