

## A NOTICE AND INVITATION TO ALL EMPLOYEES AND APPLICANTS

### AFFIRMATIVE ACTION AND EQUAL EMPLOYMENT OPPORTUNITY POLICY STATEMENT

Olympus has been and will continue to be an equal opportunity employer. Moreover, as a government contractor, Olympus is committed to maintaining an affirmative action program. In furtherance of our responsibility to promote equal employment opportunity, we will take steps to assure that:

- a. Persons are recruited, hired, assigned and promoted for all job classifications based on merit, skill, and experience without regard to race, color, national origin (including language use restrictions), citizenship status, religious creed (including dress and grooming practices), age, sex (including pregnancy, childbirth, breastfeeding, medical conditions related to pregnancy, childbirth and/or breastfeeding), gender, gender identity and expression, sexual orientation, marital status, disability (physical or mental) and/or a medical condition, genetic information, ancestry, veteran status or service in the uniformed services, and any other characteristic protected by applicable federal, state or local law.
- b. All other personnel actions, such as compensation, benefit information,, layoffs and recall from layoffs, access to training, education, tuition assistance and social recreation programs are administered without regard to race, color, national origin (including language use restrictions), citizenship status, religious creed (including dress and grooming practices), age, sex (including pregnancy, childbirth, breastfeeding, medical conditions related to pregnancy, childbirth and/or breastfeeding), gender, gender identity and expression, sexual orientation, marital status, disability (physical or mental) and/or a medical condition, genetic information, ancestry, veteran status or service in the uniformed services, and any other characteristic protected by applicable federal, state or local law.
- c. Employees and applicants shall not be subjected to harassment, intimidation, threats, coercion or discrimination because they have: (1) filed a complaint; (2) assisted or participated in an investigation, compliance review hearing or any other activity related to the administration of any federal, state or local law requiring equal employment opportunity; (3) opposed any act or practice made unlawful by any federal, state or local law requiring equal opportunity or (4) exercised any other right protected by federal, state or local law requiring equal opportunity.

Lisa Brogan has been appointed EEO Coordinator. As EEO Coordinator, Lisa will be responsible for developing and implementing our Affirmative Action Plan. The EEO Coordinator has the full support of top management and the staff necessary to fully implement this Program. All managers and supervisors will take an active part in the Company's AAP to ensure all qualified employees and prospective employees are considered and treated in a nondiscriminatory manner with respect to all employment decisions. Furthermore, Olympus will solicit the cooperation and support of all employees for the Company's Equal Employment Opportunity and Affirmative Action Policy.

In accordance with public law, the Company's affirmative action programs for qualified individuals with disabilities and protected Veterans are available for inspection in the Human Resources Department Monday through Friday, from 8:30 am – 4:30 pm upon request. Olympus' Anti-Harassment and Non-Discrimination Policy details the reporting, investigation, and resolution processes for promptly addressing any claims of discrimination or harassment. Further information about Olympus' commitment to equal opportunity in employment practices is contained within the Olympus Code of Ethics.

I have reviewed and fully endorse our Affirmative Action and Equal Employment Opportunity Policy. In closing, I ask for the continued assistance and support of all the Company's personnel to attain our objective of equal employment opportunity for all.

Sincerely,



Julien Sauvagnargues (Jul 22, 2024 17:17 GMT+2)

Julien Sauvagnargues

President

Olympus Corporation of the Americas