

DIVERSITY AND INCLUSION POLICY

Cooper Machinery Services is committed to workforce diversity, creating equity across our systems and fostering and advancing a culture of inclusion. We know that bringing diverse backgrounds, cultures, and perspectives together drives the Cooper mission. Therefore, the policy described below has been created to provide a clear understanding of our expectations and express the Company's commitment to diversity and inclusion.

Our Commitment

We embrace and encourage our employees' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our employees unique.

Cooper Machinery Services' diversity initiatives are applicable—but not limited—to our practices and policies on recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; layoffs; terminations; and the ongoing development of a work environment built on the premise of gender and diversity equity that encourages and enforces:

- Diversity is recognized as a business interest, with every level of the organization holding responsibility.
- Communication is respectful between all employees regardless of title or level.
- An environment where employees feel that their background and lifestyle do not affect their opportunities for development and promotion.
- Employees are aware of their own unconscious bias, conscious bias, and microaggressions and know how to ensure this does not manifest itself at work

Diversity & Inclusion is everyone's responsibility. It requires purposeful action every day.

Employee Responsibilities:

- Respecting the dignity and diversity of all people.
- Creating an inclusive environment that is free from discrimination, harassment, and bullying.
- Enhancing their awareness of potential unconscious bias and microaggression and how that might hinder our ability to be more inclusive and collaborative with one another.
- Committing to an individual goal as part of annual goals and objectives setting to help further Cooper's commitment to Diversity and Inclusion.

Leader Responsibilities

- Engaging in conscious inclusion and other behaviors that promote equity
- Cultivating a culture that inspires respect for all employees, customers, vendors, contractors, and others in the work environment.
- Appropriately addressing any other behavior not consistent with this, other policies and applicable laws relating to equal opportunity, diversity, equity or inclusion

Reporting Discrimination

Employee who have reason to believe that are being subjected or witness to any kind of discrimination should report the incident as soon as possible after it has occurred, preferably in writing.

You can submit all complaints to:

- A member of senior management
- Human Resources
- Cooper's Confidential Ethics Hotline
 - Website: www.lighthouse-services.com/cooperservices
 - Anonymous Reporting App: Keyword: cooperservices
 - Direct Dial (Toll free)
 - English speaking USA and Canada: 833-222-3897
 - Spanish speaking USA and Canada: 800-216-1288
 - French speaking Canada: 855-725-0002
 - Spanish speaking Mexico: 01-800-681-5340
 -
 - AT&T USA Direct (Toll free)
 - All other countries: 800-603-2869 (must dial country access code first click here for access codes and dialing instructions)
 - E-mail: reports@lighthouse-services.com (must include company name with report)
 - Fax: (215) 689-3885 (must include company name with report)

Confidentiality and No Retaliation

Confidentiality shall be observed any time information is given concerning discrimination and/or any kind of harassment. Information shall be shared only on a "need to know" basis.

Retaliation against anyone who reports discrimination and/or any kind of harassment is strictly prohibited.

Discipline

Reports of discrimination or other prohibited conduct will be investigated and addressed appropriately. Violations of this policy shall result in discipline up to and including immediate discharge.