

Hogan Lovells US

Equal Employment Opportunity Policy

SCOPE:

This policy applies to everyone at Hogan Lovells US including partners, lawyers, business and secretarial services, as well as all temporary staff and those who provide us with contract services.

PURPOSE:

Hogan Lovells is committed to the highest standards of ethical and legal business conduct. This policy supports that commitment by promoting equal employment opportunity for all, ensuring a diverse workplace where equality, respect and consideration of all is expected, and where unlawful discrimination of any kind will not be tolerated.

POLICY:

It is the policy of Hogan Lovells US LLP (“Hogan Lovells” or “the firm”) to prohibit discrimination against any of its personnel or applicants for positions based on race, color, creed, citizenship status, religion, sex, pregnancy, age, national origin, disability, sexual orientation, gender identity or expression, marital status, protected veteran status, genetic information or any other factor prohibited by law. Hogan Lovells takes affirmative measures to carry out this equal employment opportunity policy and to assure that discrimination does not occur.

Specifically, Hogan Lovells is committed to recruiting, hiring, and promoting qualified persons to all job titles and to administering all personnel actions, such as compensation, benefits, transfers, layoffs or terminations, training, education and social and recreational programs, in a non-discriminatory manner consistent with this policy. Toward this end, employment decisions are based only on valid, non-discriminatory requirements. The firm maintains a separate Harassment Prohibition Policy to prevent harassment on any basis covered by this policy. In addition, the firm is committed to reasonably accommodating the medical limitations of otherwise qualified individuals with a disability, and reasonably accommodating religious practices of its personnel. Hogan Lovells’ equal employment opportunity policy is fully consistent with the civil rights laws of the United States, the District of Columbia and other jurisdictions in which the firm operates.

Overall responsibility for assuring compliance with and continued implementation of this equal employment opportunity policy has been assigned to German Gomez (currently, Chief Human Resources Officer - America) who is the firm’s Director of Equal Employment Opportunity. The Director of Equal Employment Opportunity will monitor the effectiveness of the firm’s policy through appropriate means.

Failure to comply with this policy can result in disciplinary action up to and including termination of employment.

COMPLAINT PROCEDURE:

If anyone at the firm believes prohibited discrimination has occurred, or has questions concerning this policy, he or she should notify the Director of Equal Employment Opportunity (currently, German Gomez), Professional Development & Diversity Partner- Americas (currently, Carine Stoick), or Director of Human Resources – Americas (currently, Pat Stachura). Personnel may also notify an Office Managing Partner or Office Administrator for their respective office. The names of the individuals currently holding these positions are on HL Global under Locations. They can also be identified by calling the Chief Human Resources Officer – Americas. Conduct that violates this policy also can be reported on an anonymous basis as described in the Global Whistleblowing Policy.

Complaints will be handled confidentially, except as necessary for investigation and resolution. To the extent the General Counsel determines that an investigation is necessary, reports will be investigated impartially, and any appropriate corrective action will be taken, including disciplinary action for inappropriate conduct. This policy prohibits retaliation, harassment or other adverse action because of making a complaint, assisting or participating in an investigation, compliance evaluation, hearing or other proceeding related to equal employment opportunity, opposing discrimination or any other unlawful act or practice, or otherwise exercising rights protected by law.

REPORTING VIOLATIONS OF THIS POLICY:

If you become aware of or believe an individual within the scope of this policy has failed to comply with this policy, you should immediately report your concerns to one of the firm's General Counsels. You will not be penalized or suffer any form of retaliation for making a good faith report. You may also report any concerns anonymously using the reporting procedures outlined in the firm's Global Whistleblowing and Hotline Policy.

OTHER RELATED POLICIES:

The firm reserves the right to exercise its managerial judgment to take any additional actions that it determines are appropriate to achieve the intent of this policy. The following Hogan Lovells policies provide additional information that may be relevant to addressing equal employment opportunities at the firm:

- Hogan Lovells US Harassment Prohibition Policy
- Hogan Lovells Global Whistleblowing and Hotline Policy

CONTACTS:

If there is any doubt regarding the scope or application of the policy, please contact either of the firm's General Counsels.

EFFECTIVE & REVIEW DATE OF THIS POLICY:

Effective Date: January 14, 2019

Last Revision Date: January 10, 2023

Review Date: January 10, 2025

Policy Owner: Chief Human Resources Officer – Americas