

# **EEO & ANTI-HARASSMENT POLICY**

## **Equal Employment Opportunity**

Macy's Equal Employment Opportunity Policy prohibits any form of discrimination in the workplace. The Company is committed to treating all associates equally on the basis of job-related qualifications, abilities and performance, regardless of race, ethnicity, age, religion, gender, sexual orientation, gender identity, national origin, physical or mental disability, genetic information, military status, marital status, medical condition, or any other category protected by law or unrelated to job performance.

As part of the Macy's EEO & Anti-Harassment Policy, all associates should enjoy a working environment free from all forms of discrimination and harassment. It is against the Company's policy for any associate to harass another associate based on race, ethnicity, age, religion, gender, sexual orientation, gender identity, national origin, physical or mental disability, genetic information, military status, marital status, medical condition, or any other category protected by law. Therefore, the Company will treat harassment as it does any other form of employee misconduct and it will not be tolerated.

## **Sexual Harassment**

No associate, male or female, should be subjected to unsolicited and unwelcome sexual advances or conduct. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal, visual, or physical conduct of a sexual nature where:

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

All associates are prohibited from offering, promising, or granting preferential treatment to any other associate or applicant for employment as a result of that individual's engaging in or agreeing to engage in sexual conduct. Likewise, all associates are prohibited from using any other associate's or applicant's refusal to engage in such conduct as a basis for an employment decision affecting that individual or others.

An intimidating, hostile, or offensive working environment may be created by such circumstances as pressure for sexual activities, unwanted and unnecessary physical contact with another associate, verbal abuse of a sexual nature, the inappropriate use of sexually explicit or offensive language or conversation, or the display in the workplace of sexually suggestive objects or pictures. This would include the placement of offensive materials on walls or bulletin boards or the circulation of offensive materials received electronically through the Company's email or other electronic systems.

This and other sets of circumstances provided in this policy are not exhaustive; they are intended as guidelines illustrating violations of Macy's Anti-Harassment policy.

### **Other Forms of Prohibited Harassment**

Similarly, a racially hostile working environment may be created by circumstance such as verbal abuse based on race, including the use of racial epithets, racial slurs, racial remarks, racially derogatory terms, and racial jokes or insults.

Other hostile work environments may be created by the use of epithets, slurs or derogatory terms, insults, jokes, or teasing based upon another's ethnicity, age, religion, gender, sexual orientation, gender identity, national origin, physical or mental disability, genetic information, military status, marital status, medical condition, or any other category protected by law.

Macy's will not tolerate harassment of any type based on race, ethnicity, age, religion, gender, sexual orientation, gender identity, national origin, physical or mental disability, genetic information, military status, marital status, medical condition, or any other category protected by law. Engaging in harassment of others will lead to discipline, up to and including termination of the associate violating Macy's Anti-Harassment policy.

### **Complaint Procedure**

Any associate who believes they have been subjected to or observed such behavior by another associate, either in or outside of the workplace, must report the situation immediately to:

- A manager or supervisor;
- A Human Resources representative;
- ComplianceConnections at 1-800-763-7290;
- Solutions InSTORE at 1-866-285-6689; or
- [www.macyscomplianceconnections.com](http://www.macyscomplianceconnections.com)

If a satisfactory response is not received from the person or office to whom a complaint was made, the associate should bring the complaint to the attention of another person or office listed above.

Macy's takes all complaints of harassment very seriously. All complaints will be promptly investigated and handled as confidentially as a thorough investigation allows.

### **Remedial Action**

Following a complete review and thorough investigation of the complaint, appropriate remedial action will be taken and communicated to the parties involved. Any associate found to have engaged in harassment in violation of Macy's Anti-Harassment policy, will be subject to discipline, up to and including discharge.

**No Retaliation**

Retaliation in any form against an associate or applicant who complains of discrimination or harassment, or against anyone who participates in the investigation of such a complaint, is strictly prohibited and will itself be cause for disciplinary action up to and including discharge. Any form of retaliation must be reported immediately pursuant to the Complaint Procedure outlined above.