

Managing Workforce Diversity

- A. SUMMARY
- B. APPLICABILITY
- C. POLICY



Code of Ethics

A. SUMMARY

Each operating unit of the Corporation has the primary responsibility to take the steps necessary to ensure that it has an enduring competitive advantage in the quality and talent of its work force. The Corporation intends to support new employee relations initiatives which the operating units believe can be effective in fostering or managing workforce diversity.

B. APPLICABILITY

This Policy applies to the Corporation and all of its subsidiaries, divisions and other business entities controlled by it worldwide.

C. POLICY

1. General

Each operating unit of the Corporation has the primary responsibility to take the steps necessary to ensure that it has an enduring competitive advantage in the quality and talent of its work force. The Corporation intends to support new employee relations initiatives which the operating units believe can be effective in fostering or managing workforce diversity.

2. Principles to Guide Implementation

- a) Managing workforce diversity is a business issue.
- b) Managing workforce diversity requires positive recognition of individual differences and the value those differences add to the Corporation and its future.
- c) Continued, dedicated steps are required to eliminate whatever barriers may limit the full participation and contribution of every individual employee.
- d) Career-long skills building for all employees is necessary to ensure their ability to remain valuable contributors.
- e) Financial contributions to education by the Corporation and its operating units should focus on student learning and achievement of results.
- f) While maintaining openness and an understanding of diversity issues, the Corporation will continue to recruit and develop nothing less than the best talent available.
- g) The operating units are encouraged to test and introduce new employee-relations approaches which will better meet the needs of the changing work force. Appropriate portions of the Corporate Office staff will provide support to the operating units in their undertakings.

- h) The Corporate Office staff will serve as a resource for developing common programs where similarities of need, economies of scale or legal considerations warrant a comprehensive approach, and will serve as a source of information on programs in effect throughout the Corporation and on the availability of specialized forms of assistance which the operating units may need.