



<b>Policy Name:</b> Human Rights Policy	<b>Policy</b>
<b>Originator:</b> Human Resources	<b>Issued Date:</b> September 26, 2016
<b>Approvals:</b> CHRO	<b>Revision Date:</b>

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**POLICY STATEMENT/PURPOSE:**

At WESCO, the way we conduct business is as important as the products and services we provide. In our Company, we are committed to ensuring that all employees are treated with dignity and respect. We comply with all applicable laws, regulations, and other employment standards, wherever we operate or work. WESCO strives to provide all employees a safe, clean, and healthy workplace. WESCO does not tolerate harassment or discrimination and WESCO works to ensure equal opportunity for all employees.

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**SCOPE:**

This policy applies to all employees of WESCO Distribution, Inc. and its subsidiaries.

*NOTE: If the terms of this Policy, or the measures for discipline hereunder, conflict with the terms and conditions of a collective bargaining agreement, the terms and conditions of the collective bargaining agreement supersede the terms of this Policy.*

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**PROCEDURES:**

**Diversity and Non-Discrimination:** WESCO values the diversity of all its employees and does not tolerate discrimination of any kind. WESCO is committed to maintaining a workplace that is free from discrimination. Recruiting, hiring, compensation and advancement are based on qualifications, skills and experience. Every calendar year, WESCO distributes to all locations the "Reaffirmation of the EEO/AAP/Disabled/Veteran Policies" which states that discrimination will not be tolerated.

**Harassment Prohibition:** All WESCO employees are expected to treat their coworkers and employees of customers with dignity and respect. WESCO will not tolerate harassment of any kind. All complaints or reports of harassment will be investigated confidentially. Each year, WESCO issues to all employees the "Reaffirmation of the Unlawful Harassment Policy" which states that every employee should be treated fairly, with consideration and respect.

**Child or Forced Labor:** WESCO will not employ anyone younger than the minimum age established by local jurisdiction. WESCO will not allow imprisoned, indentured, bonded, enslaved or any other types of forced labor in its operations. WESCO does not tolerate, engage in or support the use of corporal punishment, threats of violence or other forms of mental or physical coercion.

**Working Hours, Wages and Benefits:** WESCO compensates employees at a competitive rate compared to the industry and local labor market. WESCO operates in full compliance with applicable wage, work hours, overtime and benefit laws.



**Workplace Conditions:** WESCO provides working conditions that are safe and healthy to all employees. All employees are entitled to reasonable rest breaks, access to toilets, rest facilities and potable water at their place of work. All employees are provided with appropriate job skills training. WESCO declares that employees receive 24 hours rest within a time frame of 7 consecutive days throughout the entire scope of operations.

**Safety in the workplace:** WESCO provides a safe and secure environment for all employees. WESCO minimizes employee exposure to potential hazards by identifying risks and developing policies and procedures to minimize the chance of potential hazards happening.

**Freedom of Association/Collective Bargaining:** WESCO follows all applicable laws regarding employees' ability to form or join labor unions. WESCO is committed to bargaining in good faith in such instances.

**Training:** All WESCO employees are required to familiarize themselves with this policy. Managers that are likely to receive reports of policy violation should know to direct employees to their Human Resources Representative.

**Disabled Employee Workforce:** WESCO employs qualified individuals without regard to physical/mental disabilities that do not affect the employee's ability to perform the essential functions of the job. WESCO provides reasonable workplace accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship to the business.

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#### **POLICY GUIDELINES:**

All WESCO employees are to follow this policy and the procedures outlined above.

#### **Non-compliance**

Any WESCO employee who fails to follow this policy will be subject to disciplinary action, up to and including termination of employment.

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#### **RESPONSIBILITIES:**

**Employees** are responsible for familiarizing themselves with this policy and reporting any violations of this policy to their manager.

**Managers** are responsible for verifying that their employees are familiar with this policy and follow the procedures outlined above.

**The Human Resources Department** is responsible for establishing and communicating this policy and policy updates; assuring compliance with all applicable federal and state laws; and providing support to managers or employees as requested to assure compliance with the terms of this policy.

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#### **RESOURCES:**

**For more information:** contact your Human Resources representative.