

Facilities Management Department Policy Statement # 7

Diversity

1. Purpose and Philosophy

The Facilities Management Department subscribes to six core values - Respect for Others; Honesty and Integrity; Dependability; Accountability; Excellence; and Safety. These values must guide our behavior, actions, and commitments with customers, suppliers and each other. In keeping with our stated values, this policy further outlines Facilities Management's commitment to creating and maintaining a diverse and inclusive workforce.

The Facilities Management Department affirms its commitment to create a supportive environment, which enables all employees to perform to their potential. Valuing diversity means valuing different backgrounds and perspectives, fostering teamwork among our heterogeneous department, and maximizing contributions using the skills and talents of all members of our team. Diversity embodies all the differences—life experiences, work experiences, perspectives, cultures, ethnicity, gender, age and other aspects of life—that make us unique individuals.

An inclusive environment encourages all employees to contribute their unique perspectives and capabilities, and fully engages a diverse workforce in achieving superior customer service results. Equity and Belonging first ensures that everyone has the same access to opportunity, then has those individuals feel accepted as members of the group. Inclusion fosters trust, the cornerstone for risking new ideas and fostering a sense of accomplishment—powerful motivators that draw out each person's best

performance. Inclusion creates the environment where every employee can start each day with a sense of purpose and end each day with a sense of accomplishment.

2. Expectations

“Respect for the Individual” is fundamental to building a high-performance team. All Facilities Management employees share the responsibility for creating a workplace that values and respects diversity and inclusion—enhanced by openness, sharing, trust, teamwork, and involvement. There shall be no barriers to full participation in this organization based on gender, race, color, religion, creed, age, sexual orientation, national origin, disability, or class. Actions that violate these expectations will not be tolerated within Facilities Management.

3. Roles and Responsibilities

Accountability for diversity and inclusion drive our success.

- A. Facilities Management Leaders - Managers and Supervisors at all levels of the organization are responsible for ensuring that employee differences are respected and valued in the workplace and that inclusive behaviors are personally demonstrated.
- B. All employees are responsible for creating a work environment that is inclusive, respectful, and free of harassment.

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