

MEMORANDUM

DATE: September 1, 2022

TO: All Walter P Moore/Martinez Moore Employees and Applicants for Employment

FROM: Dilip Choudhuri, President and CEO

R.E.: EEO Policy Statement and Policy Prohibiting Harassment and Discrimination

It is the policy of Walter P Moore to assure equal employment opportunity to all qualified persons, without regard to race, color, religion, gender, gender identity, sexual orientation, national origin, age, disability, marital status, veteran status, genetic information or any other protected category.

This policy applies to, but is not limited to, the following:

- Hiring, placement, upgrading, transfer, demotion or promotion
- Recruitment, advertising or solicitation for employment
- Treatment during employment
- Rates of pay or other forms of compensation
- Selection for training, including apprenticeship
- Layoff or termination

As part of this policy, the company prohibits the harassment of an employee based on any of the characteristics listed above. A copy of the company's policy against discrimination and harassment can be obtained by contacting the EEO Officer designated below or, for employees, in the employee handbook on MooreNet.

It is the policy of this company to comply with all applicable statutes, regulations and executive orders on equal employment opportunity and affirmative action.

The Equal Employment Opportunity (EEO) Officer for Walter P Moore is:

Michelle Perry
CHRO, EEO Officer
1301 McKinney – Suite 1100
Houston, TX 77010
713.630.7404

If you have any questions about this policy, or would like to report a concern about discrimination or harassment, contact your supervisor, any other member of management, or the EEO Officer. If you prefer, you may also contact the Ethics Hotline at 833-570-5776 or walterpmoore.IntegraReport.com. All reports will be kept confidential, to the extent possible, and will be promptly investigated. The company will take appropriate action to correct any discriminatory or harassing conduct. The company prohibits retaliation, including intimidation, threats, coercion, or discrimination against any individual who reports or objects to harassment or discrimination, who participates in an investigation, or who otherwise seeks to obtain their legal rights under any federal, state or local law prohibiting harassment or discrimination.