

**Crown Holding Company (this policy applies to all subsidiaries of Crown Holding Company which include Crown American Associates and Crown Convention Center Company)**

**Policy No: HR-44**

**Title: Equal Employment Opportunity**

**Purpose:** It is the policy of Crown Holding Company to define and affirm the company's position regarding non-discrimination in all matters relating to employment with the Company.

**Procedure:**

**1.0** It is the policy of the Crown Holding Company to provide equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, and transfer, leaves of absence, compensation and training.

**2.0** Discriminatory employment practices are economically wasteful, as well as being unjust. To deny a person's contribution to our industrial effort simply because the person is a member of a minority group is an injustice not only to the individual, but to the

Corporation

and nation alike. The continuing pressure to find sufficient numbers of qualified people makes it imperative that discriminatory employment practices, if they exist within any segment of the Corporation, be eliminated, and that individuals with the talents and abilities we need be sought, recognized and encouraged through equitable personnel practices.

**3.0** The successful achievement of a non-discriminatory employment program requires a maximum of cooperation between management and employees. In fulfillment of its part in this cooperative effort, management is obliged to lead the way by establishing and implementing the procedures and practices which will insure our objective, namely, equitable employment opportunity. The attitudes and actions of employees, however, comprise the more important contribution to success.

**4.0** The Human Resource Department has been assigned the responsibility of ensuring that all phases of personnel administration are in complete accord with this policy. The responsibility for administering and complying with this policy has been delegated to the operating heads of the various divisions, offices, and departments with respect to the employees under their jurisdiction.



My signature indicates that I have read and understand the **Equal Employment Opportunity** policy.

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Signature

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Print Name

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Date

**2<sup>nd</sup> Revision:      March 2021**  
**1<sup>st</sup> Revision:      May 2001**  
**Effective Date:    April 1997**  
**Prepared By:      Brittany Weaver**  
**Approved By:      Michael Barletta**