

Robert Half Global Human Rights Policy

Human rights are the fundamental rights, freedoms, and standards of treatment to which all individuals are entitled. This Global Human Rights Policy (Policy) formalizes Robert Half International Inc.'s (Robert Half or the Company) longstanding commitment to respect and uphold human rights for all. Our Policy stems from our Company's business practices which have been guided by the motto "Ethics First" since our founding 70 years ago and embodies principles reflected in the United Nations (UN) Global Compact and the laws of the countries in which we operate.

This Policy applies to all Robert Half employees and contingent workers, all of Robert Half's direct and indirect subsidiaries worldwide, as well as Robert Half's suppliers and vendors. Robert Half also commits to adopt programs to address the specific human rights issues faced in our business.

The purpose of a Human Rights Policy is to establish a foundation for managing our business around the world in accordance with these standards and we are committed to following all applicable employment laws wherever we operate. Where there is any conflict between the language of this Human Rights policy and the national laws/local company policies, then the national laws/local company policies will take precedence, while seeking ways to respect international human rights.

Robert Half is dedicated to stakeholder involvement in the development of the Policy, its implementation, and the evaluation of the effective outcomes of the Policy's implementation. Robert Half fulfills this commitment by asking for feedback from stakeholders about the Policy from time to time. The programs to support this Policy are managed by the senior leadership of the Company with oversight and input on the Policy and programs by the Robert Half Board of Directors.

Our Global Policies include:

- 1) Policy Against Discrimination and Harassment
- 2) Policy Against Sexual Harassment
- 3) Policy Against Human Trafficking, Slavery, and Child Labor
- 4) Freedom of Association and Collective Bargaining
- 5) Workplace Health and Safety
- 6) Diversity and Inclusion
- 7) Non-Retaliation

Policy Against Discrimination and Harassment

Robert Half has a longstanding policy that there be no unlawful discrimination against any employee, temporary professional, applicant, client, vendor, or contractor (collectively “Covered Persons”) based on such individual’s membership in a protected group (e.g., ancestry, race, color, religious creed, sex, pregnancy, genetic information, sexual orientation, gender, gender (including transgender) identity or expression, age, marital status, medical condition, mental or physical disability, national origin, citizenship/immigration status, military or veteran status), or any other protected status under applicable law. Accordingly, Robert Half will not tolerate any discrimination or harassment. The commitment to a workplace free from discrimination and harassment extends to the conduct of third parties towards Covered Persons whether the conduct by a third party occurs on Company premises or at another location. Specifically, this Policy’s protection extends to Covered Persons assigned and working at a client location.

In general, harassment is defined as inappropriate, unwelcome or offensive conduct, whether verbal, physical or visual where:

- Submission to or rejection of such conduct is used as a basis for employment decisions; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile or offensive working environment

Examples of harassment may include, but are not limited to:

- Derogatory comments about an individual’s membership in a protected group
- Visual messages that are degrading to or reflect negatively upon a protected group
- Jokes that have the purpose or effect of stereotyping, demeaning, or making fun of any protected group
- Slurs that describe a protected group
- Nicknames that relate to a person’s membership in any protected group
- Verbal or non-verbal innuendoes that relate to or reflect negatively upon any protected group

Harassment includes incidents outside of the workplace if the persons involved include employees, temporary professionals, supervisors, applicants, clients, vendors or contractors of Robert Half.

Policy Against Sexual Harassment

Robert Half is committed to providing a working environment that is free of all impermissible forms of harassment. This includes sexual harassment. Robert Half will not tolerate sexual harassment of or by any of its employees, temporary professionals, applicants, clients, vendors, or contractors (collectively “Covered Persons”) and will treat any violation of this policy as a disciplinary matter. In order to assure that all individuals fully understand what constitutes sexual harassment, this particular form of prohibited harassment is addressed below. Any unwelcome sexual conduct or sexual behavior that is offensive to a reasonable person may constitute sexual harassment. The commitment to a workplace free from sexual harassment extends to the conduct of third parties towards Covered Persons whether the conduct by a third party occurs on Company premises or at another location. Specifically, this Policy’s protection extends to Covered Persons assigned and working at a client location.

Sexual harassment includes:

- Sexual advances or requests for sexual favors
- Unwelcome or offensive touching and other verbal, graphic or physical conduct of asexual nature, including sexual gestures
- Offensive remarks, jokes and other verbal, written or graphic commentaries of a sexual nature about an individual’s body, sexually degrading words used to describe an individual, or suggestive or obscene letters, notes, gestures or invitations
- Physical conduct, including touching, assault, or impeding or blocking movements

Sexual harassment includes incidents outside of the workplace if the persons involved include employees, temporary professionals, supervisors, applicants, clients, vendors, or contractors of Robert Half. Unwelcome sexual conduct is absolutely prohibited regardless of whether it involves individuals of different sexes or the same sex.

Policy Against Human Trafficking, Slavery, and Child Labor

Robert Half has a zero-tolerance policy that prohibits human trafficking, human trafficking-related activities, slavery, and child labor. Robert Half supports the policies adopted by the United States Government that prohibit trafficking in persons (which are included in the prohibited trafficking-related activities of this policy), as well as similar laws in the countries where we operate. The [Modern Slavery Act Statement](#) and [Anti-Slavery Policy](#) are examples of Robert Half's commitment to combat slavery and human trafficking in the UK.

Robert Half does not and will not permit its employees, temporaries, contractors, subcontractors, agents, and vendors to engage in any form of human trafficking, slavery, or use of child labor including but not limited to the following activities:

- Using any type of slavery or forced labor in the performance of any work;
- Engaging in any form of human trafficking for the performance of any work;
- Destroying, concealing, confiscating or otherwise denying access to any temporary or full-time employee's documents relating to immigration or work authorization issued by any government entity or issuing authority;
- Assisting or participating in any form of human sex trafficking;
- Utilizing child labor in contravention of [Principle 5 of the UN Global Compact](#). As the UN explains, child labor is different from youth employment.
- Charging any applicants or candidates recruitment fees;
- If required by law or contract, failing to provide housing that meets the host country housing and safety standards; and
- If required by law or contract, failing to provide an employment contract, recruitment agreement or other required work document in writing and in a language the employee understands.

Given the nature of our business, Robert Half does not have an extensive supply chain network. Our supply chains include, among others: office supplies including stationery; IT hardware and software; cleaning and catering services; advertising and print services; office build out and building maintenance services; and professional services such as those provided by our external financial auditors.

Robert Half is committed to acting ethically and with integrity in all its business dealings and relationships and to implementing and enforcing effective systems and controls to prevent human trafficking, slavery, or child labor anywhere our business operates globally.

Robert Half will not tolerate any form of human trafficking, slavery, or child labor. Action will be taken against employees, vendors, or agents for violations of this policy. Any violation of this Policy is subject to removal from the contract, reduction in benefits, and/or disciplinary action up to and including termination, subject to applicable law. Violation of applicable laws may also result in criminal prosecution of responsible individuals.

Freedom of Association and Collective Bargaining

Robert Half acknowledges that in many of the locations where we operate, employees have the right to freely associate, or not associate, with third party organizations such as labor organizations, along with the right to bargain, or not bargain collectively, in accordance with local law. Robert Half not only respects such rights, but also is committed to promoting mutual constructive dialog with our employees. We encourage our employees to share their ideas, concerns or suggestions in an environment of cooperation and teamwork, and also encourage managers and supervisors to forge productive working relationships with all employees.

Workplace Health and Safety

Robert Half's policy is to strive to provide each employee, temporary professional, applicant, client, vendor, or contractor (collectively "Covered Persons") with a safe and healthful work environment. We do this by promulgating health rules and safety practices that contribute to a safe and healthy workplace and by complying with all applicable health and safety rules, regulations and laws.

Each Covered Person has responsibility for maintaining a safe and healthy workplace for all by following safety and health rules and practices and reporting accidents, injuries and unsafe equipment, practices or conditions. Violence and threatening behavior are not permitted. Covered Persons should report to the work environment in condition to perform their duties, free from the impairment of legal or illegal drugs or alcohol. The sale or use of illegal drugs on Robert Half premises or in the workplace will not be tolerated.

The commitment to a safe and healthful workplace extends to Covered Persons on Company premises or at another location. Specifically, this Policy's protection extends to Covered Persons assigned and working at a client location.

If you believe your working conditions are unsafe, please report these conditions to Robert Half.

Diversity and Inclusion

As a global professional services organization, our employees are the most valuable asset we have. Robert Half recognizes the importance of having a variety of backgrounds, perspectives and experiences represented throughout the company. This includes people of different ethnicities, races, religions, genders, sexual orientations, physical abilities, ages, educational backgrounds and social classes.

Robert Half welcomes diversity in all forms and is firmly committed to providing equal opportunity when it comes to our workforce, leaders and executives. Our strategy is to hire skilled and experienced personnel into our workforce, regardless of race, age, ethnicity, gender, disability, ethnicity, nationality, religion or sexual orientation.

Our company was founded on the principle “Ethics First,” which includes embracing the value of our diversity in all forms. And as we do, we unlock the vast potential for innovation by nurturing inclusivity, reflecting the cultures we serve and bringing our authentic selves to work.

Reporting, Investigation and Remedy Procedures

Robert Half has implemented a process for reviewing reports of violation of its policies or other allegations of misconduct. Anyone, including employees, temporary professionals, clients, contractors, applicants and vendors can report human rights concerns or allegations of policy violations or misconduct through multiple channels as outlined in Robert Half's global [Corporate Compliance and Ethics Hotline](#) policy located on [Corporate Governance web page](#) of [roberthalf.com](#).

Through an independent third-party service, the global reporting hotline allows for reporting via telephone as well as via a web-based reporting portal located at [RobertHalfEthicsLine.com](#).

In country telephone numbers can be found at [Corporate Compliance and Ethics Hotline](#) policy

Additional reporting channels maintained by Robert Half for reporting allegations of harassment, discrimination, sexual harassment, human trafficking, or workplace safety concerns are available as follows:

- In North America a special toll-free hotline operated by the Robert Half Human Resources Office of Compliance for employees, temporary professionals, applicants, or contractors is **1-888-875-4901**.
- For those outside North America, please contact a Human Resources representative in your local office or use another reporting method of your choice as outlined in Robert Half's [Ethics and Compliance Hotline](#) referenced above.
- Email reports may be made to the Office of Compliance at RHcomplianceandethics@roberthalf.com

Robert Half undertakes to promptly investigate reports received through the Compliance and Ethics Hotline or through other reporting channels and to pursue reasonable and appropriate action to remediate any violations substantiated by an investigation. Those who violate the Policy may be subject to disciplinary action up to and including termination.

Non-Retaliation

Robert Half does not tolerate retaliation against anyone who reports possible violations of law, the Code of Conduct or any other Robert Half policy or procedure. Individuals can be assured that they will not be penalized in any way for reporting harassment or discrimination. Retaliation in any form for filing a complaint about potential or actual misconduct or violations is strictly forbidden.