

## SUPPLIER DIVERSITY POLICY

### OVERVIEW

All Languages Ltd is committed to diversity, equity and inclusion.

We embrace and encourage our employees' differences in age, color, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, and other characteristics that make our employees unique.

The very nature of our business requires a diverse workforce. Education, experience, language capabilities, quality of service, and stakeholder feedback are the factors used during employee and vendor selection.

### POLICY

#### Vendors

As translation and interpreting providers, we are driven by the need to be diverse in all that we do. We are committed to providing equitable access to our subcontracting opportunities. Our industry's suppliers are typically female, nearing-retirement, and sole-proprietors with fewer than five employees. Working across more than 180 languages, our clients and our team represent the broadest possible cross-section of society across religions, gender, and cultures.

#### Employees

All Languages Ltd diversity initiatives apply to recruitment and selection; compensation and benefits; professional development and training; promotions; transfers; social and recreational programs.

Additionally, the company encourages teamwork and employee participation from all groups and employee perspectives.

All employees of All Languages Ltd have a responsibility to treat others with dignity and respect at all times. All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other company-sponsored and participative events.

Employees who believe they have been subjected to any kind of discrimination that conflicts with the company's diversity policy and initiatives should seek assistance from a supervisor or an HR representative.