## **Equal Employment Opportunity Policy**

METTLER TOLEDO is an equal opportunity employer. We want to have the best available person in every job and we base our personnel actions, policies, and practices on the principles of equal employment opportunity. This policy outlines our expectations with respect to equal employment opportunity topics. It applies to all employees and job applicants. We do not tolerate violations of this policy and will discipline employees who violate this policy, up to and including termination.

It is our policy to comply with all applicable laws concerning equal employment. We prohibit unlawful discrimination by any employee, including supervisors and coworkers, based on race, color, creed, sex (including gender reassignment; family responsibility; marital/relationship status; pregnancy, childbirth, or related conditions; gender identity or expression; and sexual orientation), religion, age, national origin or ancestry, citizenship status, physical or mental disability, genetic information, protected veteran status, political belief, the exercise of legal rights to freedom of association or collective bargaining, or any other category/characteristic made unlawful by applicable laws.

This policy applies to all employment actions, including but not limited to:

- Employment decisions: including hiring, recruitment, selection, promotion, transfers, layoffs, disciplinary action, termination, and recall from layoff.
- Equal pay: including compensation and benefits.
- Human capital development: including Company-sponsored training, development, learning opportunities, educational assistance, and Company social and recreational programs.

## **Reporting Incidents**

We encourage all employees to inform Human Resources of any policy or practice they perceive to be discriminatory. We are committed to applying this policy to all our operations. To help us meet our goal of being an Equal Employment Opportunity employer, we follow an Open Door policy and a complaint resolution process within each of the company's business units. The Company's Human Resources Managers are appointed as Equal Opportunity Officers at their respective business units.

As a reminder, assertions of discrimination in employment or harassment of any kind are taken very seriously and should be immediately reported to your supervisor or Human Resources Manager for investigation. An employee endeavoring to review Mettler-Toledo's policies of Equal Employment Opportunity may do so during normal business hours through their Human Resources Manager.

Confidential reporting of any concerns can be made by writing an e-mail to the corporate Ombudsman at <a href="mailto:Ombudsman@mt.com">Ombudsman@mt.com</a>, calling an externally hosted hotline at +1-800-916-3542, or, for employees, done electronically via the Intranet.

The Company will never retaliate against an employee for a report made in good faith.