



Equal Treatment and a Respectful Workplace

Banner Bank is committed to maintaining a work environment where all employees are treated with respect and dignity. Each person has the right to work in a professional atmosphere that is free of discriminatory practices, including harassment.

Equal Employment Opportunity

Banner Bank is an equal employment opportunity employer. Every employee has the right to work in surroundings that are free from all forms of unlawful discrimination. It is the Bank's policy not to engage in or tolerate any discrimination in the workplace prohibited by local, state, or federal law. Specifically, no employee may be discriminated against on the basis of their race, sex/gender, religion/creed, pregnancy, age, physical or mental disability, marital status, national origin, genetics/genetic markers, military or veteran status, sexual orientation, gender identity, or any other characteristic protected by applicable federal, state or local law. Additionally, no employee may be discriminated against based on their status as a victim of domestic violence, sexual assault, or stalking.

Reasonable Accommodation - Disabilities

Banner Bank recognizes that employees with physical or mental disabilities may need reasonable accommodations to enable them to perform their essential job functions. Employees who believe they need reasonable accommodation should notify their supervisor and Human Resources. Although the need for accommodations is determined on a case-by-case basis, generally the Bank and the employee engage in an interactive process with the employee and the employee's healthcare provider(s) to confirm the existence of the condition, its limitations in the workplace and possible reasonable accommodations. The employee has an obligation to cooperate with the Bank in this process, which may include authorizing the Bank to communicate with the employee's healthcare providers concerning the employee's condition, limitations and possible reasonable accommodations.

Reasonable Accommodation - Religion

Banner Bank respects the religious beliefs and practices of all employees and will make, upon request, an accommodation for such observances when a reasonable accommodation is available that does not create an undue hardship on the Bank's business.

Employees who sincerely believe that their religious beliefs or practices conflict with their job, work schedule, or with the Bank's policy or practice regarding dress and appearance, or with other aspects of employment, and who seek a religious accommodation must request accommodation from Human Resources. The request should explain religious conflict that exists and the employee's suggested accommodation.

Banner Bank will evaluate the request, considering whether a work conflict exists and whether an accommodation is available that is reasonable and that would not create an undue hardship on the Bank's business or for its other employees.

Harassment Will Not Be Tolerated

Banner Bank is committed to providing a workplace that is free of verbal, physical and visual forms of harassment so that everyone can work in a productive, respectful and professional environment. Harassment in employment based on sex, race, national origin, religion, age, marital status, pregnancy, sexual orientation, gender identity, genetics/genetic markers, disability, or any other basis prohibited by local, state or federal law is strictly prohibited. It is the Bank's policy not to tolerate harassment, based upon any protected status, by anyone in the workplace — supervisors, co-workers, or non-employees. Employees who violate this policy are subject to discipline, up to and including possible termination.

The Bank is committed to taking reasonable steps to prevent harassment from occurring and will take immediate and appropriate action when we know that unlawful harassment has occurred.

Employees are strongly encouraged to report concerns about discrimination or harassment as soon as they arise. In the case of unlawful harassment, employees are encouraged to report behavior before behaviors become severe or pervasive. Supervisors and managers who know or receive reports or complaints of offending behavior must promptly notify any member of the Human Resources staff so that appropriate action can be taken.

It is the Bank's policy to promptly and thoroughly investigate all claims of harassment and other concerns related to unlawful discrimination, and to handle all such complaints with sensitivity, discretion and confidentiality to the extent allowed by the circumstances and the law. Generally, this means that allegations of discrimination or harassment are shared with those who have a need to know so that the Bank can conduct an effective investigation. After the investigation is completed, the Bank's practice is to summarize its findings with the complaining employee, the alleged harasser, and – if appropriate – others directly concerned with the incident.

If Banner Bank concludes that unlawful discrimination or harassment occurred, it is the Bank's policy to take prompt and effective remedial action. This may include discipline of the harasser/decision maker and other actions to remedy the effects of the discrimination or harassment, and prevent further occurrences. No action will be taken against any employee who in good faith files a complaint under this procedure or assists in the investigation of such a complaint. Employees who believe they have been retaliated against for having used this complaint procedure or participated in an investigation must promptly notify any member of the Human Resources staff so such concerns can be investigated. Appropriate corrective measures will be taken if allegations of retaliation are substantiated.