

## Affirmative Action Policy Statement

Shimadzu Scientific Instruments, Inc. (“SSI” or “the Company”) reaffirms its belief and commitment in equal employment opportunity for all employees and applicants for employment in all terms and conditions of employment.

SSI has developed and maintained a written Affirmative Action Program (AAP). SSI’s President, Patrick Fromal, supports the Company’s affirmative action program and urges each employee to commit to carrying out the intent of this policy. SSI maintains an audit and reporting system to determine overall compliance with its equal employment opportunity obligations. The Senior General Manager for Talent & Culture, Kyndra Reid, oversees the affirmative action plan development, modification, implementation, effectiveness, reporting requirements, and conducts management updates. SSI invites any applicant and/or employee to review its written Affirmative Action Plan, which is available for inspection upon request during normal business hours (*i.e.*, 9:00 am to 5:00 pm) in the Human Resources Department at SSI’s OCR Headquarters’ location in Columbia, Maryland.

As part of its commitment, SSI will seek to ensure that all aspects of employment, including recruitment, selection, job assignment, training, compensation, benefits, discipline, promotion, demotion, transfer, layoff, and termination processes remain free of illegal discrimination based upon race, color, religion, creed, gender, gender identity/expression, national origin, ancestry, age, marital status, physical or mental disability (as defined under Section 503 of the Rehabilitation Act of 1973 (“Section 503”)), genetic information, sexual orientation, medical condition, military or veteran status (as defined under the Vietnam Era Veterans’ Readjustment Assistance Act of 1974 (“VEVRAA”)), or any other characteristic protected by federal, state, or local laws. SSI ensures that all employment decisions are based solely on valid job requirements. Regular review helps to ensure compliance with this policy.

SSI will ensure that employees and applicants shall not be subjected to harassment or intimidation, due to their status described above, or any harassment, intimidation, threats, coercion, or discrimination because they have engaged in or may engage in any of the following activities: (1) filing a complaint with SSI, or with any federal, state, or local agencies regarding their protected status covered under the AAP; (2) assisting or participating in any investigation, compliance review, hearing, or any other activity related to the administration of any federal, state, or local equal employment opportunity or affirmative action statute pertaining to their protected status covered under this AAP; (3) opposing any act or practice made unlawful by Section 503 and/or VEVRAA; and (4) exercising any other legal right protected by Section 503 and/or VEVRAA or its implementing regulations in this part.

SSI will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with SSI’s legal duty to furnish information.

This policy shall be brought to the attention of supervisors periodically and shall be appropriately administered. It is the responsibility of each supervisor of SSI to ensure affirmative implementation of this policy to avoid any discrimination in employment. All employees are expected to recognize this policy and cooperate with their implementation. Any employees that violate this policy will be subject to disciplinary action.

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