



**MTI CORPORATE  
POLICY**

**Subject: Equal Opportunity**

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**Policy # 210**

**Application: All Employees**

**Location: All MTI Locations**

Minerals Technologies Inc. has from its beginning endeavored to develop and maintain exemplary employee relations.

This policy delineates MTI's position regarding equal opportunity in all terms, conditions and benefits of employment, and provides for a workplace which is free from unlawful harassment.

It is the policy of MTI to recruit, hire, assign, train, compensate, evaluate, promote, or terminate employment, and to manage all other terms, conditions and benefits of employment without regard to race, color, religion, sex, age, national origin, disability, veteran status, sexual orientation, or gender identity.

Additionally, it is the policy of MTI to provide a work environment for its employees that is free from harassment, including any verbal or physical harassment regarding the racial, ethnic, religious, physical or sexual characteristics or sexual preference of another. This policy extends to conduct which is made a condition of employment, used as a basis for employment decisions and/or has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

MTI may be responsible for harassment or discrimination toward employees by managers, supervisors, and/or other employees. Employees who engage in acts of harassment and/or discrimination are subject to corrective action that may include termination of employment.

MTI may also be responsible for the acts of non-employees with respect to harassment of MTI employees in the workplace, when MTI knows or should have known of the conduct and fails to take appropriate corrective action. Managers are responsible for taking appropriate action whenever they become aware of actual or alleged conduct of this nature.

MTI is committed to ensuring open communication throughout the organization to resolve questions, concerns, problems, or complaints, including those which involve discrimination or harassment. They may be presented directly to an employee's supervisor, human resource manager, department manager or other level in the organization which may be appropriate. They may also be presented to the Vice President, Human Resources or to any attorney in the Legal Department. Additionally, they may be presented to MTI's compliance hotline (1-800-869-3086) or the Internal Audit Department. Reported items concerning alleged or possible noncompliance with MTI policies or with relevant law, for which the reporting person requests confidentiality, may be disclosed on a discrete, need-to-know basis to others within the Company (including individuals from Human Resources, Legal and/or senior management) in order to enable effective investigation and corrective action, as appropriate.

Individual managers have direct responsibility for implementing this policy and for communicating it to their employees. Each department shall ensure that all employees are aware of MTI policy and practice in this area. Additionally, each department shall periodically monitor, report and, if necessary, correct its performance in this area.

Questions regarding this policy should be directed to the Vice President, Human Resources.

**Effective 12/29/2020**

**Supersedes 02/12/2015**