



## *Lenovo Corporate Policy*

### Commitment to Diversity and Nondiscrimination

#### **Diversity and Non-Discrimination**

Lenovo employees represent a talented and diverse workforce. Maintaining this diversity and achieving the full potential of this diversity is a business priority fundamental to the Company's competitive success. A key element in the Company's workforce diversity programs is the Company's commitment to equal employment opportunity and the avoidance of discrimination, harassment and similar inappropriate behavior in the workplace.

The Company is committed to providing a work environment free of discrimination and harassment based on race, color, gender, religion, age, nationality, social or ethnic origin, sexual orientation, gender identity or expression, marital status, pregnancy, disability or veteran status.

Hiring, promotion, and compensation of employees, as well as Company sponsored social and recreational activities, must be conducted without bias against such characteristics. These business activities and the design and administration of the Company's benefit plans must comply with all applicable laws.

For qualified people with disabilities, the Company will make reasonable accommodations for these disabilities in a manner that complies with applicable laws and that the Company determines are reasonable and needed for effective job performance.

#### **Reporting to Management**

If you believe that you have been a victim of discrimination or harassment, you need to contact a senior Company manager, Lenovo Human Resources or the Lenovo Legal Department.

Discrimination, harassment or any such inappropriate behavior will not be tolerated and allegations of such will be appropriately investigated. Investigations will be conducted by a Company employee selected by Human Resources, and these investigators will work under the direction of the Company legal counsel.

Any employee found to have engaged in discrimination or harassment will be subject to appropriate disciplinary action, including possible dismissal. Retaliation against an individual for reporting discrimination or harassment will not be tolerated.

#### **Manager's Responsibilities**

The Company's managers are expected to provide a working environment free of discrimination, harassment and similar inappropriate behavior. All Company managers need to ensure that reports of discrimination, harassment or similar inappropriate behavior are investigated promptly, and that employees do not experience retaliation for reporting such behavior.