

USA Equal Employment Opportunity and Diversity Policy – Addendum

Policy Overview

Policy Overview	We are committed to equal employment principles and we recognize the value of committed employees who feel they are being treated in an equitable and professional manner. We strive to find ways to attract, develop, and retain the talent needed to meet business objectives and to recruit and employ highly qualified individuals representing the diverse communities in which we live.		
Why is this policy needed	This policy expands upon the global equal employment opportunity and diversity policy as applicable to laws solely pertinent in the United States of America.		
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Details of the Policy

Overview

As described in the Equal Employment Opportunity and Diversity Policy, Blaize prohibits employment discrimination against all applicants and employees. This includes discrimination (e.g., being treated differently or unfairly) either before (during recruitment or hiring) or during employment through the application of policies or decisions relating to the terms, and conditions, or privileges of employment (which may include hiring, compensation, advancement, discipline, training, and termination) on the basis of a characteristic protected under applicable law. This policy defines these terms and provides a complaint procedure for employees who believe they have been the victims of prohibited conduct.

This policy expands upon the global Equal Employment Opportunity and Diversity Policy as applicable to laws solely pertinent in the United States of America. This policy is in addition to the Equal Employment Opportunity and Diversity Policy and does not replace it. For questions on Blaize's policies on prohibited discrimination, harassment, retaliation and for Blaize's policies on accommodations and reporting, please refer to the global Equal Employment Opportunity and Diversity Policy.

Blaize's policy prohibits any conduct at work that a reasonable person in the individual's circumstances would consider unwelcoming, intimidating, hostile, threatening, violent, abusive, or offensive. It also prohibits employment actions, including hiring, promotion, termination, and compensation decisions, to be taken based on a protected characteristic. Blaize's policy also prohibits any form of retaliatory action toward an employee for filing a complaint of discrimination or harassment, or for participation in an investigation of a complaint. Blaize will implement appropriate corrective action(s), up to and including termination, in response to misconduct – including violations of this policy – even if the violation does not rise to the level of unlawful conduct.

Scope of Protection

This policy applies to applicants for employment at, and employees (co-workers, supervisors, and managers) of, Blaize. As used in this policy, the term "employee" includes contractors, interns, and volunteers or any other individual providing services at our workplace.

Protected Characteristics

In the United States of America, federally protected characteristics include:

- Age (40 and older)
- Race
- Color
- National origin
- Immigration or citizenship status
- Sex (including pregnancy, childbirth or medical condition related to pregnancy or childbirth, sexual orientation, and gender identity and expression)
- Religion
- Disability
- Legally protected genetic information (including family medical history)

State and local law may prohibit discrimination on the basis of other protected characteristics, examples include:

- Age (18 and older)
- Veteran or military service member status
- Ancestry
- Creed (including religious creed, religious dress, and grooming practices)
- Caste
- Ethnicity
- Language use
- Breastfeeding status
- Height and weight
- Affectional orientation
- Medical Condition (including genetic characteristic or condition, differences in sex development, sickle cell and Hemoglobin C trait status, HIV/AIDS status, cancer or a record or history of cancer)
- Hair texture and protective hairstyles
- Marital or partnership status
- Political affiliation
- Arrest or conviction record

- Caregiver status
- Credit history
- Pre-employment marijuana testing status
- Unemployment status
- Sexual and reproductive health decisions
- Status as a victim of domestic violence, stalking, or sex offenses
- Engaging in the lawful use of lawful products off work premises during non-working hours
- Requesting or taking protected leaves of absence (such as for medical or parental leave)

Reporting Procedures

Any employee aware of or experiencing discrimination or harassment in the workplace should report that information immediately to a company designee. Specifically, an employee may make the report verbally or in writing to the employee's immediate supervisor or higher management, if the employee prefers. As an alternative, an employee may report the harassment to Human Resources. Employees may report to any of the persons listed above, regardless of any particular chain of command. All employees are encouraged to document any incidents involving discrimination or harassment, as soon as possible. Managers and supervisors are required to report any complaint that they receive, or any harassment that they observe or become aware of.

Blaize will promptly look into the facts and circumstances of any alleged violation, as appropriate. Even in the absence of a written or verbal complaint, Blaize may initiate an investigation if it has reason to believe that conduct may have violated this policy. Moreover, even where a complainant conveys a request to withdraw their initial complaint, Blaize may continue the investigation to ensure the workplace is free from discrimination, harassment, and retaliation.

Reports may be made anonymously, and Blaize will also investigate anonymous complaints. All investigations will be fair, impartial, timely, and completed by qualified personnel. Any employee may be required to cooperate as needed in an investigation of suspected harassment or discrimination. This includes, but is not limited to, maintaining an appropriate level of discretion regarding the investigation and disclosing any and all information that may be pertinent to the investigation. Blaize will, to the extent possible, keep the reporting of an applicant or employee's concerns confidential, however, confidentiality cannot be guaranteed.

The investigation will provide all parties appropriate due process and will reach reasonable conclusions based on the evidence collected. Upon completion of an investigation, if misconduct is substantiated, Blaize will take appropriate corrective and preventative action in order to stop such conduct and prevent its recurrence.

Information for California Employees

Employees and applicants may also file complaints of discrimination, harassment, or retaliation with the agencies listed below. Individuals who wish to pursue filing with these agencies should contact them directly to obtain further information about their processes and time limits. Using our complaint process does not prohibit you from filing a complaint with these agencies. While a private attorney is not required to file a complaint with a governmental agency, you may seek the legal advice of an attorney.

California Department of Fair Employment and Housing ("DFEH"): California employees who believe they have been harassed can file a complaint with the DFEH online at <https://calcivilrights.ca.gov/complaintprocess/>. Employees can also file a complaint with California Civil Rights Department at 1-800-884-1684 or at <https://ccrs.calcivilrights.ca.gov/s/> within 180 days of the alleged discrimination.

U.S. Equal Employment Opportunity Commission (“EEOC”): U.S. employees who believe they have been harassed can file a “Charge of Discrimination” with the EEOC by calling 1-800-669-4000 (1-800-669-6820 (TTY)); by visiting www.eeoc.gov; or by emailing info@eeoc.gov.

Information for Connecticut Employees

Employees and applicants may also file complaints of discrimination, harassment, or retaliation with the agencies listed below. Using our complaint process does not prohibit you from filing a complaint with these agencies. While a private attorney is not required to file a complaint with a governmental agency, you may seek the legal advice of an attorney.

EEOC: U.S. employees who believe they have been harassed can file a “Charge of Discrimination” with the EEOC by calling 1-800-669-4000 (1-800-669-6820 (TTY)); by visiting www.eeoc.gov; or by emailing info@eeoc.gov.

Connecticut Commission on Human Rights and Opportunities (CHRO): Connecticut employees who believe they have been harassed can file a complaint with the CHRO by calling 1-860-541-3400 or 1-800-477-5737; or online at www.ct.gov/CHRO.

Information for New York Employees

Employees are encouraged to report sexual harassment or discrimination by filing a complaint internally. An employee or covered individual who prefers not to report harassment to their manager or employer may instead report harassment to the New York State Division of Human Rights and/or the United States Equal Employment Opportunity Commission. Using our complaint process does not prohibit you from filing a complaint with these agencies.

The New York State Human Rights Law (HRL), N.Y. Executive Law, art. 15, § 290 et seq., applies to all employers in New York State and protects employees and covered individuals, regardless of immigration status. A complaint alleging violation of the Human Rights Law may be filed either with the New York State Division of Human Rights (DHR) or in New York State Supreme Court. To file an employment complaint with the New York State Division of Human Rights, please visit <https://dhr.ny.gov/complaint>. If an individual filed an administrative complaint with the New York State Division of Human Rights, DHR will automatically file the complaint with the EEOC to preserve the right to proceed in federal court. Complaints with the DHR may be filed any time within one year of the harassment. If an individual did not file at the DHR, they can sue directly in state court under the HRL within three years of the alleged discrimination. An individual may not file with the DHR if they already filed a HRL complaint in state court. The applicable time to file a complaint is counted from date of the most recent incident of harassment. You do not need an attorney to file a complaint with DHR, and there is no cost to file with DHR. The DHR will investigate the complaint and determine whether there is probable cause to believe that discrimination occurred. Probable cause cases are forwarded to a public hearing before an administrative law judge. If discrimination is found after a hearing, the DHR may award relief, which may include requiring the employer to take action to stop the harassment, or redress the damage caused, including paying monetary damages, attorney’s fees and civil fines.

An individual can file a complaint with the EEOC anytime within 300 days from the most recent incident of harassment. There is no cost to file a complaint with the EEOC. The EEOC will investigate the complaint and determine whether there is reasonable cause to believe that discrimination has occurred. If the EEOC determines that the law may have been violated, the EEOC will try to reach a voluntary settlement with the employer. If the EEOC cannot reach a settlement, the EEOC (or the Department of Justice in certain cases) will decide whether to file a lawsuit. The EEOC will issue a Notice of Right to Sue permitting workers to file a lawsuit in federal court if the EEOC closes the charge, is unable to determine if federal employment discrimination laws may have been violated, or believes that unlawful discrimination occurred by does not file a lawsuit. Individuals may obtain relief in mediation, settlement or conciliation. In addition, federal courts may award remedies if discrimination is found to have occurred. In general, private employers must have at least 15 employees to come within the jurisdiction of the EEOC An

employee alleging discrimination at work can file a “Charge of Discrimination.” The EEOC has district, area, and field offices where complaints can be filed. Contact the EEOC by calling 1-800-669-4000 (TTY: 1-800-669-6820), visiting their website at www.eeoc.gov or via email at info@eeoc.gov. DHR’s main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. The website has a complaint form that can be downloaded, filled out, notarized and mailed to DHR. The website also contains contact information for DHR’s regional offices across New York State.

The New York State Human Rights Law prohibits retaliation and protects any individual who has engaged in a “protected activity.” Protected activity occurs, even when the alleged harassment does not turn out to rise to the level of a violation of law, when a person:

- Made a complaint of sexual harassment or discrimination, either internally or with any government agency;
- Testified or assisted in a proceeding involving sexual harassment or discrimination under the Human Rights Law or any other anti-discrimination law;
- Opposed sexual harassment or discrimination by making a verbal or informal complaint to management, or by simply informing a supervisor or manager of suspected harassment;
- Reported that another employee has been sexually harassed or discriminated against; or
- Encouraged a fellow employee to report harassment

Many localities enforce laws protecting individuals from sexual harassment and discrimination. An individual should contact the county, city or town in which they live to find out if such a law exists. For example, employees who work in New York City may file complaints of sexual harassment or discrimination with the New York City Commission on Human Rights. Contact their main office at Law Enforcement Bureau of the NYC Commission on Human Rights, 22 Reade Street, 1st Floor, New York, New York; call 311 or (212) 306-7450; or visit www.nyc.gov/html/cchr/html/home/home.shtml.

Information for Oregon Employees

Blaize will provide a copy of this policy to an employee at the time that the employee discloses information regarding prohibited discrimination or harassment.

Blaize will not require or coerce a former, current or prospective employee to enter into any agreement if the purpose or effect of the agreement prevents the employee from disclosing or discussing conduct constituting discrimination, harassment, or sexual assault. An employee claiming to be aggrieved by discrimination, harassment, or sexual assault may, however, voluntarily request to enter into a settlement, separation, or severance agreement which contains a nondisclosure, nondisparagement, or no-rehire provision and will have at least seven days to revoke any such agreement. Blaize will also provide such employee with a copy of this policy at that time. Blaize will not offer a settlement on the condition of a request for these terms.

Under this policy: (i) a nondisclosure agreement is any agreement by which one or more parties agree not to discuss or disclose information regarding any complaint of work-related harassment, discrimination, or sexual assault, including the amount or terms of a settlement; (ii) a nondisparagement agreement is any agreement by which one or more parties agree not to discredit or make negative or disparaging written or oral statements about any other party or the company; and (iii) a no-rehire provision is an agreement that prohibits an employee from seeking reemployment with the company and allows a company to not rehire that individual in the future.

Nothing in this policy precludes any person from filing a formal grievance in accordance with a collective bargaining agreement if applicable, the Bureau of Labor and Industries' Civil Rights Division or the Equal Employment Opportunity Commission. Note that Oregon state law requires that any legal action taken on alleged discriminatory conduct (specifically that prohibited by ORS 659A.030, 659A.082 or 659A.112) commence no later than five years after the occurrence of the violation. Other applicable laws may have a shorter time limitation on filing.

Blaize Discrimination Harassment and Retaliation Complaint Form

Please submit this form to Human Resources.

COMPLAINANT INFORMATION

Name:

Work Address:

Work Phone:

Job Title:

Email:

Select Preferred Communication Method (Circle One): Email Phone In person

SUPERVISORY INFORMATION

Immediate Supervisor's Name:

Title:

Work Phone:

Work Address:

Information Regarding Incident(s)

1. Your complaint of Discrimination or Harassment is made about:

Name:

Title:

Work Address:

Work Phone:

Relationship to you: Supervisor Subordinate Co-Worker Other

2. Please describe the conduct that you believe violates Blaize Policy. In your narrative, describe: (a) What happened to you or what you witnessed; (b) why you believe you or someone else is experiencing discrimination, harassment, or retaliation, including the reason or evidence you have to support your belief; and (c) when the acts of discrimination, harassment, or retaliation occurred. Attach additional pages if needed. If you require assistance with completing this form as a reasonable accommodation, please contact your supervisor or Human Resources.

3. Please list the name and contact information of any witnesses or individuals who may have information related to your complaint:

The last question is optional, but may help the investigation.

4. Have you previously complained or provided information (verbal or written) about related incidents? If yes, when and to whom did you complain or provide information?

Additional Information (if any):

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