

Workplace Harassment Prohibition Policy

Enactment: Jul. 2021

LG H&H prohibits 'workplace harassment', which refers to an employer or worker's use of his or her position or relationship at work to subject other workers to physical or mental distress, or to otherwise create an environment unfit for work.

Whether an act constitutes workplace harassment or not is judged comprehensively with consideration for specific circumstances, such as the relationship with the person concerned, the place and corresponding situation where the alleged act was committed, details of the victim's explicit or presumed reaction to the act, and the content and extent of the act. In order for an act to be recognized as workplace harassment, the following conditions must be met; if the behavior in question

- 1) takes advantage of workplace power differentials (relating to job positions or relationships),
- 2) falls outside a reasonable scope for the work, and
- 3) causes physical or mental distress, or worsens the working environment.

In addition, the place where the act is claimed to occur does not necessarily have to be within the workplace. Harassment that occurs online, including via in-house messenger programs and social media, can also constitute harassment in the workplace.

Regarding workplace harassment, the identity of victims and complainants is kept strictly confidential, and reporting is not subject to any disadvantages. In addition, if acts of harassment are confirmed through a fact-checking process, we will take appropriate measures – including disciplinary action, corrective action, or legal action.

Workplace Harassment Prevention Training

We conduct sexual harassment prevention education for all employees on an annual basis.

Reporting and Consultation Process

- 1** Filing a Grievance: Victims or witnesses can report workplace harassment to the 'Sexual Harassment/Workplace Harassment Counseling Center' in Plus-I. Grievances can be filed by email, over the phone, or through an interview.
- 2** Counseling/Investigation: Based on each report, we 1) provide counseling and conduct an investigation to ascertain the circumstances of each incident, 2) identify whether the harassment is repeated or persistent, 3) assess the extent of damages to the victim, and 4) gather direct or circumstantial evidence.

- 3 Disciplinary actions through fact-checking: After conducting an investigation to confirm the facts within each case, we decide on the appropriate disciplinary action in cases where disciplinary action is required in accordance with the relevant company regulations.
- 4 Notification of results: We notify the complainants or victims of any developments, such as whether disciplinary action have been taken, or whether a transfer to another department has been implemented.

Disciplinary and Corrective Actions

- 1 If allegations are confirmed and disciplinary actions are required according to company regulations, we will ensure that disciplinary action is taken.
- 2 We regularly conduct related training and are preventing recurrence through continuous monitoring.