

Equal Opportunity Employment Policy

Insight Global's policy is to provide equal employment opportunity for all applicants and employees. Insight Global will not discriminate against any employee, current or potential, based on race, color, religion, gender, sex (which includes pregnancy, childbirth, breastfeeding and related medical conditions), sexual orientation, gender identity or expression, age, ancestry, national origin, mental or physical disability, medical condition, family and medical leave status, genetics, marital status, amnesty, military or covered veteran status or any other attribute or characteristic protected by law in accordance with applicable federal, state and local laws. Insight Global will also make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. This policy governs all aspects of employment, including job selection, job assignment, compensation, promotion, discipline, termination, and access to benefits and training.

Our policy not to discriminate in employment includes, but is not limited to:

- Employing those applicants who possess the necessary skills, education & experience.
- Promoting, upgrading, transferring, demoting, recruiting, advertising or soliciting for employment.
- Training and selecting for training.
- Prohibiting employees from aiding, abetting, compelling, coercing or conspiring to discharge or cause another employee to violate the terms of this policy.
- Establishing rates of pay & terms, conditions & privileges of employment.

It is the responsibility of all employees to further the implementation of this policy and ensure conformance herewith. Employees in a leadership position as well as those responsible for hiring new employees must take all necessary action to ensure that all employment actions comply with this policy.

The Regional Manager is the individual with primary responsibility for ensuring compliance with this policy at all levels of his/her respective offices. The Regional Manager shall work with each of his/her offices to further the implementation of this policy and monitor progress.

Any questions or concerns regarding this policy should be brought to the attention of the Human Resources Department, Sales Manager, Regional Manager, or any Officer of the Company. Employees may raise good faith concerns and make good faith reports of potential violations of this policy without fear of reprisal. Anyone found to be engaging in any type of discrimination or unlawful retaliation will be subject to disciplinary action, up to and including termination of employment.

By electronically signing this form, you agree to all the terms contained herein and understand the policy and agree to abide by its requirements, including the provisioning regarding reporting of violations. I understand that failure to comply with these policies and procedures could result in discipline, up to and including termination of my employment.

Signature

Date

Rev. 06/2016

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