POLICY

It is a Weyerhaeuser policy that a work environment will be provided to employees free from harassment (as defined below) and inappropriate workplace conduct. Harassment based upon an individual’s gender, race, color, religion, national origin, age, disability, sexual orientation, gender identity, veteran status, marital status or any other characteristic protected by local, state, or federal law will not be tolerated.

Weyerhaeuser is committed to a safe and healthy workplace where diversity, development and teamwork are valued and recognized. Harassment is a serious breach of this commitment and is against the law.

Weyerhaeuser will not tolerate harassment or inappropriate workplace conduct and will take immediate and appropriate corrective action when it determines that these behaviors have occurred. Additionally, Weyerhaeuser will not tolerate any adverse treatment of or retaliation against employees because they report harassment or inappropriate workplace conduct.

This policy applies to all employees and contractors. For employees in a bargaining unit, the labor agreement supersedes this policy where there is a conflict.

The expectation is that all employees, suppliers, customers and visitors will be treated with dignity and respect, free from all forms of harassment or inappropriate workplace conduct.

Definitions

1. Harassment is any unwelcome conduct from any source based on an employee’s gender, race, color, religion, national origin, age, disability, sexual orientation, or other statutorily-protected characteristic that negatively affects an individual’s work performance or creates an intimidating, hostile or offensive work environment.

   Harassment:
   - Can be either explicit or implicit
   - Can come from any source, such as a fellow employee, manager, contractor, supplier, customer or visitor
   - Does not have to be face-to-face
   - May consist of verbal, physical or visual contact that is unwelcome or repeated
   - May be one incident or a series of incidents
   - Must be based on one’s gender, race, color, religion, national origin, age, disability, sexual orientation, or other statutorily-protected characteristic
   - May include, but is not limited to, any of the following:
     - derogatory racial comments
     - sexual jokes
     - slurs concerning national origin
     - unwanted physical contact
     - derogatory posters
     - inappropriate cartoons, drawings, calendars, letters, e-mails, and notes

In Canada, each province has a human rights code or statute. With some variation from province to province, these codes prohibit discrimination based on age, race, religious belief, political belief, color, sex, physical or mental disability, ethnic, national or aboriginal origin, family or marital status, and sexual orientation. Harassment can be a form of unlawful discrimination.

a. Sexual Harassment

   Sexual harassment is harassment directed at an individual because of his or her sex. Sexual harassment can take many forms. It includes any verbal or physical sexual attention (such as suggestive comments, gestures, looks, sexual advances or physical conduct) when a person knows or ought to reasonably know that his or her behavior is unwanted or unwelcome.

   Examples of Sexual Harassment:
   - Unwanted advances such as leering, staring or making sexual gestures
   - Suggestions, teasing, comments or jokes with a sexual overtone
   - Embarrassing physical contact (such as touching or pinching)
   - Coercion or pressure of a sexual nature
- Placing a sexual condition on being hired, staying in a job, career opportunities, training or promotion
- An implied or express promise of reward for complying with a sexual request or an implied or express threat of reprisal for refusing to comply with such a request
- Setting a general condition on employment (such as restricting a job to men) or setting specific conditions on employment (such as a demand for a date).
- A workplace or environment that is hostile because of sexual pictures, posters, T-shirts, e-mails, magazines or language
- Sexual assault

b. Racial Harassment
Racial harassment is harassment directed at an individual because of his or her race, color, ancestry or ethnic background. Racial harassment can take many forms. It includes racial slurs, jokes, ridicules or insults, cartoons and pictures that degrade members of a particular racial group or religion, or uses a racist term.

2. Inappropriate Workplace Conduct
Inappropriate workplace conduct includes unwelcome physical or verbal conduct such as taunting, teasing, intimidation, bullying, or similar behaviors that a person knows or should know is unwanted, unwelcome, or inappropriate in the workplace. The conduct does not have to be based on a statutorily-protected characteristic (e.g. race, gender, religion, etc.) to be considered inappropriate for the work environment. Employees are expected to communicate and interact with each other, suppliers, customers, and other individuals doing business with Weyerhaeuser, with respect and dignity, and to professionally conduct themselves at all times.

Leaders shall:
- Know what harassment is and be prepared to recognize it.
- Post a one-page anti-harassment policy at facility. Posters are available in English, French, and Spanish.
- Promptly and thoroughly investigate complaints or delegate appropriate staff in their organization to investigate harassment promptly, thoroughly, and fairly.
- Take action commensurate with the seriousness of the harassing conduct based upon the findings of the investigation.
- Obtain assistance from Recruiting Staffing and Diversity COE or Law Department in handling complaints.
- Take necessary steps to protect the complainant from retaliation.
- Understand and use the Employment Issue Resolution Process.
- Make every effort to resolve the issue and maintain confidentiality to the extent possible.

Employees who believe they are being harassed or subject to inappropriate workplace conduct, or who have witnessed such conduct by a co-worker, supervisor, supplier, or customer of Weyerhaeuser should, if the matter cannot be resolved by telling the person to stop, promptly report the facts of the incident and the names of the individuals involved to one of the following:
- Supervisor, manager or team leader
- Human Resources manager or director
- Plant or unit manager
- Ethics and Business Conduct or Canadian Business Conduct contact
- Workforce Representation and Diversity - Center of Expertise (COE)

Employees may use the company’s Employment Issue Resolution Process to address harassment issues. For more information, contact Human Resources or see the Roots web page.

ALIGNMENT
This policy aligns with the Employee Relations Core Policy.

SUPPORTING INFORMATION
The following sources of information are available:
- Employment Issue Resolution Policy
- Human Resources
- Ethics and Business Conduct
- Workforce Representation and Diversity COE
CONSEQUENCES
Failure to comply with this company policy could result in disciplinary action, up to and including termination of employment.

OWNER
Senior Vice President, Human Resources

APPROVAL
Original approval: Senior Vice President, Human Resources, January 2007
Revision approval: Senior Vice President, Human Resources, September 30, 2010