

# **Equal Employment Opportunity (EEO) Policy**

#### **Policy Statement**

At Parametrix, inclusion is a core value. We believe that creating an environment where all employee-owners and prospective employee-owners are treated fairly, respectfully, and with dignity is essential to our success. We are committed to fostering a workplace where varied backgrounds and experiences are celebrated and collaboration across teams and leadership is encouraged.

As an equal opportunity employer, it is our policy and culture to provide opportunities to all people based on merit and fitness to perform job duties. Employment decisions are based solely on business needs, job requirements, and individual qualifications, without regard to race, color, religion, creed, national or ethnic origin, sex (including pregnancy), sexual orientation, gender identity or expression, marital status, religion, age (40 or older, as protected under the ADEA), disability (including physical, mental, or sensory), genetic information (including testing and characteristics), protected veteran status, or any other status or characteristic protected by applicable federal, state, or local laws or regulations.

#### Scope

This policy applies to all aspects of employment, including but not limited to recruitment, hiring, placement, promotion, termination, layoff, transfer, leaves of absence, compensation, and training. All employee-owners, applicants for employment, contractors, interns, and others doing business with Parametrix are prohibited from engaging in conduct that violates this policy.

# **Equal Employment Opportunity Commitment and Plans**

As a federal contractor, Parametrix maintains programs designed to proactively support equal employment opportunities for everyone, including individuals with disabilities under Section 503 of the Rehabilitation Act and protected veterans under the Vietnam Era Veterans' Readjustment Assistance Act (VEVRAA). We actively seek to identify and remove barriers to equal participation in the workforce and continuously strive to promote accessibility, inclusion, and belonging within our workplace. Equal Employment Opportunity plans under Section 503 and VEVRAA are available for review by employee-owners and applicants upon request during normal business hours by contacting Human Resources (AskHR@Parametrix.com).

# **Employment Practices and Reasonable Accommodations**

Parametrix actively encourages qualified individuals from varied backgrounds and experiences to apply and grow with us. Consistent with applicable law, we provide reasonable accommodation for applicants and employee-owners with disabilities and for sincerely held religious beliefs, observances, and practices. Additional information on requesting accommodations is provided in the Parametrix Employee Guidebook and is available to employee-owners and applicants upon request by contacting Human Resources (AskHR@Parametrix.com).

### **Complaint Procedure**

Any employee-owner or applicant who believes they have been subjected to discrimination, harassment, or retaliation must promptly contact Human Resources (AskHR@Parametrix.com) or the designated EEO Officer for Parametrix, currently: Leslie Sowles, Director of Human Resources, <a href="mailto:lsowles@parametrix.com">lsowles@parametrix.com</a>. Complaints will be investigated promptly, thoroughly, and as confidentially as possible.

#### **Non-Retaliation**

Parametrix strictly prohibits unlawful retaliation, including against any individual who reports discrimination, harassment, or retaliation, assists in an investigation, or otherwise exercises their rights under EEO laws. Retaliation is a serious violation of Parametrix policy and will not be tolerated.

# Responsibility

All employee-owners are responsible for complying with this policy. All supervisors and leadership of Parametrix are responsible for upholding and reinforcing this policy.

### **Training and Communication**

Parametrix provides ongoing training to employee-owners and supervisors to support understanding and compliance with Equal Employment Opportunity policies and commitments, and our core value of inclusion. This policy is distributed to all employee-owners and available to applicants upon request.

# Compliance

Parametrix complies fully with all applicable federal, state, and local EEO laws and regulations.

Signed:

John Willis

**Chief Executive Officer, Parametrix** 

Date: October 2, 2025

