

ESSENTIAL UTILITIES INC.
Equal Employment Opportunity and Anti-Harassment

Equal Employment Opportunity “EEO”

Essential Utilities is an Equal Employment Opportunity “EEO” employer. All employees and applicants for employment are afforded equal opportunity in all areas of hiring and employment, without regard to race, color, religion, creed, national origin, ancestry, gender, gender identity, gender expression, sexual orientation, genetic information, marital status, citizenship, age, physical or mental disability, veteran status or any other factor protected under applicable laws. Employees and job applicants will be evaluated solely on skills, ability, experience and the requirements of the job position.

The CHRO serves as the Company’s EEOC Officer and EEO Manager. As such, the CHRO has the ultimate responsibility for implementation of EEO programs in compliance with applicable law. The CHRO is responsible for the day-to-day implementation and monitoring of the Company’s EEO policies. As part of that responsibility, he/she will periodically analyze the Company’s personnel actions and its efforts to ensure compliance with our equal employment policy. While the CHRO is responsible for safeguarding Essential Utilities’ EEO policies are implemented, all employees share in this responsibility by ensuring that their personal actions abide with these policies.

All employees, regardless of their position, are covered by and are expected to comply with this policy and to take appropriate measures to ensure that prohibited conduct does not occur. Appropriate disciplinary action will be taken against any employee who violates this policy. Depending upon the seriousness of the offense, disciplinary action, up to and including termination of employment, may be taken.

Harassment

Essential Utilities is committed to providing all employees with a work environment in which they are treated with dignity and respect and which is free of harassment and discrimination, of any kind including discriminatory, emotional, physical and sexual. The Company will not tolerate any form of harassment on the job by managers, other employees, or by non-employees, such as customers,

vendors or contractors. The following examples of harassment are intended to be guidelines and are not exclusive when determining whether there has been a violation of this policy:

- Verbal harassment includes comments that are offensive or unwelcome regarding a person's national origin, race, color, religion, gender, sexual orientation, gender identity, gender expression, age, body, disability or appearance, including epithets, slurs and negative stereotyping.
- Nonverbal harassment includes distribution, display or discussion of any written or graphic material that ridicules, denigrates, insults, belittles or shows hostility, aversion or disrespect toward an individual or group because of national origin, race, color, religion, age, gender, sexual orientation, gender identity, gender expression, pregnancy, appearance, disability, sexual identity, marital status or other protected status.

Compliant

If an employee believes that he/she has been subject to any form of workplace harassment or discrimination based on race, color, religion, gender, gender identity, gender expression, sexual orientation, national origin, age, genetic information, disability or any other protected basis by a manager, employee, customer, vendor, contractor or other visitor, he/she should report the inappropriate conduct to the Human Resources department as soon as possible. If it is believed that a member of the Human Resources department is engaging in inappropriate discrimination, harassment or retaliation, concerns should be reported to the State President, CHRO, and/or General Counsel. Employees may report concerns to our Employee Ethics Hotline, available 24/7, at 1-800-461-9330, or at www.convercent.com. Employees reporting good faith concerns will be protected from retaliation.

All complaints of alleged improper discrimination, harassment or retaliation made to personnel designated by this policy will be investigated thoroughly, promptly and in as confidential a manner as possible, in accordance with applicable law.

In addition to the Company's internal complaint procedure, employees should also be aware that the Federal Equal Employment Opportunity Commission "EEOC" and state/local fair employment practices agencies investigate and prosecute complaints of discrimination, harassment and retaliation in employment. There are

time limitations associated with filing such complaints. For more information, you may contact the Human Resources department and/or the local EEOC office.

Approved by the Essential Utilities Board of Directors 12/18/2019