



671 S. High Street, P.O. Box 1218, Columbus, OH 43216-1218 · 1.800.422.0550 · grangeinsurance.com

## Nonprofit Code of Conduct

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The Enterprise<sup>1</sup> is proud of our longstanding tradition as an ethical and socially responsible organization and is committed to conducting business in such a manner. Over the years, this has meant dealing fairly with our associates, our agents, our policyholders, governmental regulators, suppliers and the public. Everything we achieve depends upon the trust of these essential constituencies.

Grange Enterprise requires Nonprofit 501c3 Organizations to adhere to and comply with the following Code of Conduct. Nonprofit 501c3 Organization refers to those nonprofits that receive in kind services, volunteering, giving or any benefit whatsoever from the Enterprise. If you believe a violation of this policy has occurred, you should immediately notify the Office of General Counsel and Compliance.

### Basic Expectations

- **Respect Rights:** Every individual is entitled to fair and respectful treatment by his or her supervisors, managers, subordinates, and peers. The Company will not tolerate discrimination of any sort on the basis of race, color, religion, age, sex, national origin, handicap, disability, sexual orientation, gender stereotyping, gender identity or expression, genetic information, ancestry, pregnancy, veteran status, citizenship or any other legally protected status; nor will it permit any Nonprofit to engage in any discriminatory or harassing conduct.
- **Conduct Business Ethically:** The Company expects all Nonprofits to adhere to the highest ethical standards and demonstrate social responsibility in performing their jobs. Our success depends upon satisfying the standards imposed upon business by society and governmental entities.

No Nonprofit shall do anything to wrongfully or fraudulently influence, coerce, manipulate, or mislead the Enterprise, or any other individual or entity related to the work performed for or on behalf of the Enterprise.

- **Know and Comply with All Laws and Regulatory Requirements:** An absolute requirement that arises out of the Enterprise commitment to ethical and socially responsible behavior is for every Nonprofit to observe all laws and regulations. We require Nonprofits to abide by all applicable federal, state and local laws.

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<sup>1</sup>The term "Enterprise" and "Company" means Grange Mutual Holding Company, Grange Holdings, Inc., Grange Insurance Company, Grange Indemnity Insurance Company, Trustgard Insurance Company, Grange Insurance Company of Michigan, Grange Property & Casualty Insurance Company, Integrity Insurance Company, Integrity Property & Casualty Insurance Company, Integrity Select Insurance Company, GrangeAmerica Corporation, and Northview Insurance Agency, Inc., as well as any other corporation, partnership or other business entity with which any of the foregoing may become associated at any time hereafter.



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### Equal Employment Opportunity & Non-Discrimination Statements

As an equal employment opportunity employer, the Enterprise will always endeavor to select the best qualified individuals based on job-related qualifications, regardless of race, color, religion, age, sex, national origin, handicap, disability, sexual orientation, gender stereotyping, gender identity or expression, genetic information, ancestry, pregnancy, veteran status, citizenship or any other legally protected status. This policy commits the Company to provide equal employment opportunities in all phases of employment including, but not limited to, recruiting, selection, hiring, training and development, transfers, promotions, compensation, benefits, and all other privileged and conditions of employment. The Company requires Nonprofits to hold themselves to these same non-discriminatory standards in their employment practices. The Enterprise will not tolerate any discriminatory conduct by its Nonprofits.

### Harassment and Discrimination

Nonprofit shall prohibit any harassment based on race, color, religion, age, sex, national origin, handicap, disability, sexual orientation, gender stereotyping, gender identity or expression, genetic information, ancestry, pregnancy, veteran status, citizenship or any other legally protected status.

The creation of an intimidating, hostile, or offensive working environment may include such actions as persistent comments on sexual preferences or the display of obscene or sexually oriented images.

### Conflict of Interest

Nonprofit must avoid any situation or relationship that may involve an inappropriate conflict or the appearance of a conflict with the interests of the Enterprise. It must not provide excessive gifts, hospitality or entertainment.

Grange Enterprise reserves the right to update, alter or change the Nonprofit Code of Conduct from time to time. Nonprofit accepts such updates, alterations or changes by continuing to receive benefits from the Enterprise.