



July 2020

To: WGL Employees

Re: Fair Employment Practices Statement

Dear Colleagues:

Our Company is committed to compliance with all federal, state, and local laws and regulations regarding fair employment practices. In accordance with these laws and regulations, each person has the right to be treated fairly and work in an environment free from discrimination and harassment, including sexual harassment. At WGL, we take these rights very seriously.

Accordingly, **WGL Policy 1000: WGL Policy Against Discrimination, Harassment or Retaliation** and the **AltaGas Respectful Workplace Policy** prohibit acts of discrimination and harassment, including sexual harassment, against employees and applicants. The Company also prohibits retaliation against any individual who, in good faith, reports discrimination or harassment or who participates in any investigation or proceedings related to such reports. Specifically, our objective is to recruit, hire, train, and promote the most qualified persons without regard to race, color, ethnicity, religion, sex, age, national origin, marital status, sexual orientation, gender identity or expression, family responsibilities, matriculation, physical or mental disabilities, political affiliation, genetic information, status as a protected veteran, or status as a victim or family member of a victim of domestic violence, a sexual offense, or stalking. WGL also prohibits discrimination against employees based on their compensation inquiries, discussions, or disclosures, in accordance with applicable law.

As Executive Vice President of Utilities and President of Washington Gas, I am responsible for directing the Company in the fulfillment of the objectives of this Fair Employment Practices Statement. I have designated Andrea Coughlin Rowley, Senior Vice President and Chief Human Resources Officer, as the executive responsible for equal employment opportunity for the Company. Ms. Coughlin Rowley and the Human Resources staff are responsible for implementing and guiding our equal employment opportunity and affirmative action objectives.

Your assistance is required as well. To support our Code of Business Ethics and core values, we must build an environment of openness and mutual respect, in which we can be our best and grow in our jobs. We will not tolerate any form of discrimination, harassment, disparaging or offensive remarks or actions, unwelcome sexual advances or requests for sexual favors, and any other such unlawful conduct – all of which run counter to our core values and principles at WGL. Instead, we embrace differences with our focus on diversity and inclusion, working in partnership with each other.

I thank each of you for your support of, and commitment to, this essential mission. In addition, I encourage you to read the entire **WGL Policy Against Discrimination, Harassment or Retaliation (Policy 1000)** and **AltaGas Respectful Workplace Policy** available on OneSite at KnowledgeCenter> Policies, which will direct you to the WGL & ALA Policy site on SharePoint. Search for “Policy 1000” for the WGL policy; you can find the ALA policy under the heading “AltaGas Corporate Policies.”

Sincerely,

A handwritten signature in black ink, appearing to read "Blue Jenkins", with a long horizontal flourish extending to the right.

Blue Jenkins
Executive Vice President, Utilities and President, Washington Gas