



LACTATION ACCOMMODATION POLICY

Scope

Mortenson is committed to providing a safe and healthy workplace and to promoting the health and well-being of its team members. As part of this goal, Mortenson recognizes the importance of breastfeeding. We support a breastfeeding mother's decision to continue providing breast milk to her baby after she returns to work and will support breastfeeding employees in the workplace. Mortenson provides a reasonable amount of break time to accommodate a team member's need to express breast milk for the team member's infant child. Mortenson will make a reasonable effort to provide the team member with the use of a room or other location in close proximity to the team member's work area for the team member to express milk in private. In addition, Mortenson will follow all applicable state laws for accommodation requirements including, but not limited to, a surface to place a breast pump and personal items, a place to sit, access to electricity, a sink with running water, and a cooler or refrigerator for storing breast milk.

Policy

A team member may request a lactation accommodation by notifying their manager/supervisor. Managers will then consult with their HR Talent Partner. Requests will be reviewed, and Mortenson will reasonably accommodate an employee's request regarding lactation accommodation and provide the requisite facilities. If Mortenson is not able to provide break time or a lactation location, Mortenson will provide a written response to the employee, as required by law.

The requested break time should, if possible, be taken concurrently with other scheduled break periods, which will be paid according to regular practices and law. A Team Member who uses an unpaid meal break or additional non-working time to express breast milk should let their supervisor know and generally such time will be unpaid. Team Members who are required to record time must accurately record the start and end of lactation breaks on their timesheets/clock in and out for their lactation breaks in accordance with Mortenson's timekeeping policy.

Complaint Procedure

Mortenson complies with all applicable laws and expressly prohibits any form of discipline, reprisal, intimidation, retaliation, or discrimination against any individual for requesting or taking lactation breaks, or filing a complaint for violations of this policy, the Fair Labor Standards Act, or any state or local law regarding lactation breaks and accommodations.

Team Member Responsibility: If you are subjected to any conduct that you believe violates this policy, you should immediately notify your supervisor, department manager or group leader, the Human Resources Talent Partner, Human Resources leadership, or the legal department or compliance officer. Mortenson may ask that complaints be put in writing to facilitate the investigation process.

Anonymous Reporting: If a Team Member wishes to remain anonymous, he or she may make a report to the Mortenson Compliance Hotline or Website.

- 1-877-662-2330



- <https://www.mortenson.com/ComplianceHotline>

Team Members also have rights under applicable state and local laws to file a complaint with the applicable agency or labor commissioner for any violation of a right under the state's lactation accommodation law, including the prohibition against retaliation.

Employees Covered Under a Collective Bargaining Agreement

This policy works in conjunction with, and does not replace, amend, or supplement any terms or conditions of employment stated in any collective bargaining agreement applicable to Team Members.