



Non-Harassment

This page is maintained by the Business Conduct Council, and was last updated October 2011.

Policy

It is the Company's intent that all employees will work in an environment free from harassment on any basis including, but not limited to, harassment on the basis of race, color, sex, age, national origin, veteran or military status, pregnancy status, sexual orientation, gender identity, cultural affiliation, religion, genetic information, physical or mental disability, personal characteristics or circumstances, or any other characteristic protected by applicable law.

Employees at all locations worldwide and at all levels of the Company have the responsibility to avoid any act or actions, implied or explicit, that may suggest any form of harassment of any other person within the workplace, or in a work setting. This includes contractors, vendors, consultants, customers, and other non-employees, such as visitors, who have reason to be engaged in business with Owens Corning.

The Company will actively investigate any allegation of harassment, evaluate the conduct and the context of the behavior, and take appropriate action.

To the extent that this Policy conflicts with the local laws of any country, such laws shall govern.

Definitions

Harassment is verbal or physical conduct designed to threaten, intimidate, or coerce. Examples of harassment include:

- Verbal: Threats, epithets, slurs, derogatory comments, negative stereotyping, or offensive jokes.
- Non-verbal: Distribution, display or discussion of any written, electronic, or graphic material (such as derogatory posters, photographs, cartoons, drawings) or gestures that ridicule, denigrate, insult, belittle, or shows hostility or aversion toward an individual or group.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, or visual, verbal, or physical conduct of a sexual nature when:

- Submission to the conduct is made an explicit or implicit condition of employment; or
- Submission to or rejection of the conduct is used as basis for employment decisions affecting the individual; or
- The conduct has the purpose or effect of unreasonably interfering with the employee's work performance or creating an intimidating, hostile, or offensive working environment.



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Examples of conduct that may constitute sexual harassment are:

- Verbal: Sexual innuendoes, suggestive comments, jokes of a sexual nature, sexual propositions, lewd remarks, threats, requests for any type of sexual favor.
- Non-verbal: Unwelcome, unwanted physical contact. The distribution or display of any written, electronic or graphic material, including calendars, posters, and cartoons that are sexually suggestive, or show hostility toward an individual or group because of sex. Suggestive leering, staring, whistling, obscene gestures or letters, notes, facsimiles, and electronic communications where the content is sexual in nature.

Procedure

- Complaint Procedure: If an employee feels he/she has been harassed, or has knowledge or a good faith suspicion that harassment has taken place, he/she should immediately notify his/her Supervisor, Manager, designated Human Resources Representative, Division Human Resources Manager, or the Business Conduct Council Helpline at 1-800-416-9330.
- Investigation Process: All complaints of harassment that are reported will be investigated promptly, in an impartial manner, and as confidentially as possible. The Company will undertake or direct a thorough and objective investigation of the harassment allegations. Employees are expected to cooperate in any workplace investigation, including but not limited to the accuser, the accused, and potential witnesses.
- Obligations of Managers and Supervisors: Managers or Supervisors who are advised of a problem or incident that may violate this Policy shall immediately advise their Human Resources Representative of the situation so appropriate action can be taken.
- Investigation Results: Where deemed appropriate by the Company or where required by law, the results of an investigation will be communicated to the employee who complained and to the accused harasser(s). If the Company determines that prohibited harassment has occurred, the Company will take effective remedial action immediately, as it deems appropriate. Action will also be taken to deter any future harassment.
- No Retaliation: No hardship, no loss of benefits, and no penalty may be imposed on an employee as punishment for filing a good faith complaint of harassment or responding to a complaint of harassment, appearing as a witness in the investigation of a complaint, service as an investigator or otherwise cooperating in a workplace investigation. Retaliation or attempted retaliation is a violation of this Policy and anyone who engages in retaliatory behavior may be subject to discipline, up to and including termination.

Questions concerning whether any particular conduct might constitute harassment or retaliation should be directed to your Supervisor, your Human Resource Representative or the Business Conduct Helpline at 1-800-461-9330.



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Responsibility

If you have a concern that you may have violated this policy, or you have a good faith suspicion that another OC employee is in violation of this policy, you should report this to your manager, leader, or another trusted manager, your Human Resources representative, a member of Legal Operations, or a member of the Business Conduct Council who shall refer the report for investigation and resolution.

If you do not feel comfortable reporting your concern to these individuals, you may call the Business Conduct Helpline in North America at 1-800-461-9300, (country-specific telephone numbers can be found in the Code of Conduct or the company intranet), or via the web at <http://helpline.owenscorning.com>.

NOTE: Any employee who fails to comply with this policy may be subject to discipline, up to and including termination.