

Equal Employment Opportunity Policy Statement

It is the policy of Staples not to discriminate against any employee or applicant for employment because of his or her race, color, religion, sex, sexual orientation, gender identity, national origin, or because he or she is an individual with a disability or disabled veteran, Armed Forces service medal veteran, recently separated veteran, or active duty wartime or campaign badge veteran, or thereafter referred collectively as "protected veterans." It is also the policy of Staples to take action to employ and to advance in employment, all persons regardless of their status as individuals with disabilities or protected veterans, and to base all employment decisions only on valid job requirements. This policy shall apply to all employment actions, including but not limited to recruitment, hiring, upgrading, promotion, transfer, demotion, layoff, recall, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship, at all levels of employment. Furthermore, the company will provide qualified applicants and employees who request an accommodation due to a disability with reasonable accommodations, as required by law.

Staples prohibits harassment of employees and applicants because they are individuals with disabilities or protected veterans. Staples also prohibits retaliation against employees and applicants for filing a complaint, opposing any discriminatory act or practice, assisting or participating in any manner in a review, investigation, or hearing or otherwise seeking to obtain their legal rights under any Federal, State, or local EEO law requiring equal employment opportunity for individuals with disabilities and protected veterans. Prohibited retaliation includes, but is not limited to, harassment, intimidation, threats, coercion, or other adverse actions that might dissuade someone from asserting their rights.

As the Chief People Officer of Staples, I am committed to equal employment opportunities. In order to ensure dissemination and implementation of equal employment opportunities throughout all levels of the company, Karen Evans has been assigned Sr Manager, HR Policy & Compliance duties for Staples. One of the Sr Manager, HR Policy & Compliance's duties will be to establish and maintain an internal audit and reporting system to allow for effective measurement of Staples's programs.

In furtherance of Staples's policy regarding equal employment, Staples has developed an EEO compliance program for individuals with disabilities and protected veterans. This program sets forth Staples' policy to employ and to treat qualified applicants and employees without discrimination based on their status as a protected veteran or as an individual with disability. Portions of the Section 503 and VEVRAA EEO Compliance program are available for review by applicants and employees upon request between 9:00 AM - 4:00 PM at the Human Resources department. Any questions should be directed to me, your manager, or Karen Evans, Sr Manager, HR Policy & Compliance.



Sarah Goggin
Chief People Officer

14 April 25
Date