



[中国简体 / Español / Français \(Canada\) / Deutsch / Italiano / 한국어 / Português](#)

January 2020

To All Olin Employees:

Olin's long-standing policy is that we will not tolerate harassment of our employees. This includes harassment of *any* kind, such as inappropriate or insulting comments about a person's race (color) or ethnicity (national origin, ancestry), gender (gender identity and expression), religion or creed, disability (mental and physical), age, sexual orientation, marital/domestic partner status, medical condition, genetic information, military and veteran status or other protected characteristics.

Harassment is degrading. It destroys our dignity as human beings and interferes with our ability to work together as a team. In addition, harassment is a serious offense that can result in fines and penalties for Olin and potential termination of employment for any employee who engages in harassing behavior.

Many laws and regulations are subject to interpretation, and the rules governing harassment are no exception. What one person believes to be just a harmless joke could be considered deeply offensive to someone else. This is why it is especially important to speak up when someone's behavior is disturbing or offensive to you. You may ask the person to stop the inappropriate behavior. In some cases, this action alone may be enough to put an end to the offensive conduct. If the behavior continues, you should contact your supervisor, human resource department, legal department, or local ethics officer immediately. If these resources do not resolve the issue or if you are uncomfortable talking to anyone at your location about your concern, I urge you to contact Olin's confidential, 24-hour Help-Line at 800-362-8348. International callers may call the USA collect at 1-770-810-1127. A list of internationally accessible toll free phone numbers is available at [www.olinhelp.com](http://www.olinhelp.com); non-English access is available. You can also make a confidential Help-Line report from any computer in the world through our secure website, which is available at [www.olinhelp.com](http://www.olinhelp.com).

Olin is committed to maintaining a workplace in which everyone is treated with dignity. By respecting each other, we can create a better work environment for all of us.

John E. Fischer  
Chairman, President & CEO