

THE **Wendy's** **SPEAK OUT POLICY:**

Wendy's is committed to providing Equal Employment Opportunities to all employees and maintaining a workplace free of harassment based on race, color, religion, gender, national origin, age, disability or any other status protected by law. Wendy's is also dedicated to conducting business with honesty, integrity, responsibility, and respect.

Wenspok uses the Speak Out policy to ensure that all concerns or questions are heard. No retaliatory action will be taken against you for using the program. To the fullest extent practicable, we will keep all complaints, related investigations, and the terms of the resolution confidential.

- ♦ If an incident of harassment, discrimination, or unfair treatment of any kind occurs, please follow the Speak Out procedure: Contact your immediate supervisor or manager.
- ♦ If you do not feel comfortable speaking with your supervisor or manager, or if the answer given does not satisfy the matter, please direct your concern to the next level of management (your restaurant's District Manager), or contact Human Resources at the office.
- ♦ If you feel the action taken or response given is not satisfactory, you can request further review with the Director of Operations. District Managers, Human Resources, and the Director of Operations are the final mediators of all issues or concerns.

Wenspok Resources is firmly committed to full compliance with Federal and State Laws to ensure all employees are treated fairly. We encourage your questions and assure you that no action will be taken without your benefit in mind.



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For any further questions about the Speak Out Policy or to report an issue, please contact the Wenspok People & Culture Department:



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