



Occupational Health & Safety Policy

The health and safety of the people at our PLACE is of the utmost importance to us as an organization. The Children's Place strives to provide everyone with a safe and healthy work environment. You are responsible for maintaining this environment by following all rules and by reporting any accidents, injuries, or unsafe equipment, practices or conditions.

PURPOSE

The purpose of this policy is to outline guidelines and expectations pertaining to workplace health and safety measures and to build awareness and commitment in ensuring that we sustain a work environment that is healthy and safe for all Associates, contractors and visitors.

SCOPE

This policy applies to all facilities, operations, and workplaces of The Children's Place. To the extent that the terms of this policy conflict with any local requirements/policies, those local requirements/policies will control.

GENERAL SAFETY RULES & REGULATIONS

The following general guidelines may not include all types of scenarios at the workplace, but are intended to provide guidance on best practices. Proper judgment should be employed at all times to ensure that your actions and behaviors foster and sustain a healthy and safe work environment for all.

- Promptly report all accidents and injuries, regardless of their nature, to your manager and Human Resources.
- Proper clothing and personal protective equipment ("PPE") should be worn at all times.
- All equipment and machinery must be used strictly in accordance with their operating instructions and all local health and safety guidelines.
- Do not tamper with or remove safety guards and/or protective measures from equipment or machinery.
- All fire extinguishers and related protective gear should be inspected and updated in accordance with all applicable health and safety guidelines.
- All first aid kits should be replenished and maintained with all the essential items at all times.
- Running is not permitted.
- Smoking is not permitted in any part of our facilities except designated smoking areas.
- Visitors and vendors must be escorted by staff while on Company property.
- All spills are to be immediately cleaned up and/or reported to Facilities/Maintenance.
- Drawers and filing cabinets will be kept closed when not in use.

- Filing cabinet drawers are to be filled from the bottom up or the cabinet is to be securely fastened/anchored.
- Clutter is to be cleaned up before the end of your workday.
- Aisles are to be kept clear at ALL times.

HAZARD SIGNAGE

Whenever relevant and possible, warning signs are to be displayed where a potential hazard may cause injury to anyone. Warning signs must be strictly adhered to and complied with. Warning signs are to be posted where the hazard exists and must not be removed unless the hazard has been controlled. If an associate has any questions about the meaning of a hazard sign, they should discuss it immediately with their manager.

EVACUATION PROTOCOLS

Emergency situations can occur at any time and all associates must be familiar with and be prepared to comply with our Emergency Evacuation protocols. In the event of an emergency evacuation situation, the following are to be in force for the Corporate Office:

DO:	DO NOT:	WHAT YOU CAN EXPECT:
<ul style="list-style-type: none"> ✓ Quickly gather coat, keys, cellphone, and laptop (if possible) ✓ Use stairs closest to your location to exit the building ✓ Head to your department's designated meeting area ✓ Wait at the designated meeting area until your leader arrives and provides the next steps 	<ul style="list-style-type: none"> ✗ Re-enter the building until you are given proper permission by the appropriate authority ✗ Go home or leave your meeting area until you've been dismissed ✗ Comment or provide information to the media 	<ul style="list-style-type: none"> • "Sweepers" will ensure everyone exits the building • VPs, or alternate department designee, will account for all Associates at the evacuation areas • Emergency alert messages will be sent to your mobile devices to: <ul style="list-style-type: none"> – ALERT you that there is an evacuation – ASSESS your safety – INFORM you of any re-entry information

TCP Alerts are automatically sent to your primary number. If you prefer notifications via text message, log into Workday to confirm that your Primary phone number is classified as a mobile number.

All Field and Distribution Center Associates should follow the respective evacuation protocols established for their immediate work locations. All associates should take note of their Emergency Evacuation routes and plans displayed in their work areas.

SEXUAL AND OTHER UNLAWFUL HARASSMENT

In conjunction with our policy of equal employment opportunity, TCP emphasizes that every Associate is entitled to be treated with dignity and respect. TCP is committed to maintaining a workplace free from harassment and will not tolerate sexual harassment or harassment based on any prohibited characteristic such as harassment based on race, color, religion, sex, national origin, age, sexual orientation, gender identification or expression, marital status, disability, or any other status protected by federal, state or provincial, or local law, all as discussed more fully in our Equal Employment Opportunity and Sexual/Unlawful Harassment Policy.

DRUG AND ALCOHOL-FREE WORKPLACE

We are committed to providing a safe, drug-free and alcohol-free workplace. Possession, use or being under the influence of the following during work hours subjects TCP and its Associates to unacceptable health and safety risks: alcohol, an illegal drug or a controlled substance (as defined in the federal Controlled Substances Act). We require that Associates work free of the effects of these substances. The possession and use of prescription and over-the-counter drugs are permitted, provided that such drugs are taken in accordance with a physician's direction and/or labeling instructions, and the use of such drugs does not adversely affect your ability to safely perform your job. Any associate who takes prescribed medication that may impact their ability to safely perform their job should contact their Human Resources representative for further guidance.

WORKPLACE VIOLENCE

TCP prohibits the unauthorized possession, use, and/or sale of firearms, weapons, explosives and/or other dangerous or hazardous devices or substances in the workplace. We will not tolerate any act of violence or threats of violence, whether committed by or against an Associate, customer, vendor or visitor.

COVID-19 PROTOCOLS

The Children's Place has established protocols that must be followed by all Associates and visitors while onsite at our premises to control the spread of Covid-19 by maintaining the highest health and sanitation standards. All Associates are expected to adhere to the latest protocols found [here](#) on the Company's intranet.

REPORTING PROCESS

All health and safety misconduct and/or violations should be promptly reported to your manager and Human Resources. A thorough investigation will be conducted and disciplinary action up to and including termination may be taken to address any non-compliant actions. The Company will also conduct thorough investigations into any safety incidents to determine their cause and to implement any changes that might be necessary to prevent similar incidents from occurring again. It is everyone's responsibility to contribute to a healthy and safe workplace.