

HARASSMENT-FREE WORKPLACE POLICY

Nothing detracts from the work environment more than unlawful harassment of employees, for any reason. It is inappropriate, unlawful, and a violation of Lear's policy when an employee is harassed because of some innate or personal characteristic, such as race, sex, color, veteran status, national origin, disability, sexual orientation, gender identity and/or expression, age, religion, genetic information, or other legally protected status. Harassment is unwelcome conduct. It can be spoken or written, graphic or physical. It can be done to offend, or simply as insensitive joking. Simply stated, unlawful harassment, of any kind, has no place in the Lear workplace and will **not** be tolerated.

With regard to sexual harassment, it is unlawful and against Lear policy for a supervisor or anyone else in authority to base an employment decision, such as hiring, firing, demotion, transfer, or promotion, on submission to or rejection of unwelcome sexual advances or requests for sexual favors. Such conduct is sexual harassment in its most direct form. Sexual harassment can also occur through unwelcome sexual conduct that unreasonably interferes with an individual's job performance or creates an intimidating, hostile, or offensive working environment. Sexual harassment may include explicit sexual propositions, sexual innuendoes, suggestive comments, sexually-oriented kidding or teasing, practical jokes, jokes about gender-specific traits, foul or obscene language or gestures, display of foul or obscene printed or visual material, and physical contact.

Each of us must help keep the workplace free of unlawful harassment. If a person is harassed, the person should tell the harasser to stop and that his or her advances, comments, or gestures are unwelcome and offensive.

Even without a complaint, each of us must be sensitive to the way in which our words and actions are perceived by others. If such words and actions could reasonably and objectively be perceived as offensive and unwelcome, they could constitute unlawful harassment.

If a person has witnessed or been subjected to unlawful harassment, that person should immediately notify: (1) their facility Human Resources Manager; or (2) the corporate Vice President of Human Resources, who may be contacted by calling (248) 447-1500. It is Lear's policy to investigate each harassment complaint thoroughly and promptly. To the extent practicable, any complaint and the terms of its resolution will be kept confidential. If an investigation finds that unlawful harassment has occurred, Lear will take disciplinary action, up to and including dismissal.

Lear Corporation forbids retaliation against anyone who in good faith reports unlawful harassment or cooperates in an investigation of unlawful harassment and will take disciplinary action, up to and including dismissal, of anyone who engages in such retaliation.