

	PERSONNEL POLICIES AND PROCEDURES	
	SUBJECT:	EFFECTIVE DATE: 4/01/2021
	CRIME VICTIM LEAVE	REVISION DATE:
POLICY NO. 220	Page 1 of 3	
ALL REVISIONS ARE MARKED BY AN ASTERISK (*)		

This Policy covers all non-union associates employed by Perdue Farms, Inc. and all its subsidiaries and, where required by law, applicants for these entities.

Leave for Victims of Domestic Violence and Sexual Assault and/or other Crimes

Employees who are victims of domestic violence, sexual assault and stalking or other crimes as identified in California Labor Code Sections 230 and 230.1 are eligible for unpaid leave.

For purposes of this policy and pursuant to California Labor Code Sections 230 and 230.1, “victim” is defined as:

- a victim of stalking, domestic violence, sexual assault;
- a victim of a crime that caused physical injury or that caused mental injury and a threat of physical injury;
- A person whose immediate family member is deceased as the direct result of a crime.

For purposes of this policy and pursuant to California Labor Code Sections 230 and 230.1, “Immediate family member” means:

- a biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or an employee’s spouse or domestic partner, or a person who stood *in loco parentis* when the employee or the employee’s spouse or domestic partner was a minor child;
- a biological, adoptive, or foster child, stepchild, or legal ward of an employee or an employee’s spouse or domestic partner, a child to whom the employee stands *in loco parentis* or a person to whom the employee stood *in loco parentis* when the person was a minor;
- A person to whom the employee is legally married under the laws of any state, or a domestic partner of an employee as registered under the laws of any state or political subdivision;
- A biological, foster, or adoptive sibling, a stepsibling, or a half-sibling;
- Any other individual whose close association with the employee is the equivalent of a family relationship described immediately above.

An employee may take protected leave pursuant to this policy if the employee has been a victim of a crime or public offense wherever it may have taken place that would constitute a misdemeanor or a felony if the crime had been committed in California by a competent adult. It does not matter whether any person is arrested for, prosecuted for, or convicted of, committing the crime.”

In addition to the above, an employee may request leave for the following purposes:

- To seek medical attention for injuries caused by crime or abuse.
- To obtain services from a domestic violence shelter, program, rape crisis center, or victim services organization or agency as a result of the crime or abuse.
- To obtain psychological counseling or mental health services related to an experience of crime or abuse.
- To participate in safety planning and take other actions to increase safety from future crime or abuse, including temporary or permanent relocation.

Although the leave is generally unpaid, employees can use their paid time off for these purposes.

You may also request leave if you are involved in a judicial action, such as obtaining restraining orders, or appearing in court to obtain relief to ensure your health, safety or welfare, or that of your child. Please provide reasonable advance notice of the need for leave unless advance notice is not feasible. Contact the HR Department for more information.

If you are requesting leave pursuant to this policy, you must provide any of the following for certification purposes:

- A police report indicating that the employee was a victim.
- A court order protecting or separating the employee from the perpetrator of the crime or abuse, or other evidence from the court or prosecuting attorney that the employee has appeared in court.
- Documentation from a licensed medical professional, domestic violence counselor, ... sexual assault counselor, ... victim advocate, licensed health care provider, or counselor that the employee was undergoing treatment or receiving services for physical or mental injuries or abuse resulting in victimization from the crime or abuse.
- Any other form of documentation that reasonably verifies that the crime or abuse occurred, including but not limited to, a written statement signed by the employee, or an individual acting on the employee's behalf, certifying that the absence is for a purpose authorized under California Labor Code Section 230 or under Section 230.1.

Employees who are victims of domestic violence, sexual assault or stalking and need a reasonable accommodation for their safety at work should contact the Human Resources Department and discuss the need for an accommodation. If you are requesting such a reasonable accommodation, you will need to submit a written statement signed by you, or by an individual acting on your behalf, certifying that the accommodation is for the purpose of your safety at work.

For reasonable accommodation requests, Perdue will also require certification demonstrating that you are the victim of domestic violence, sexual assault or stalking. Any of the forms of certification described above for leave purposes will suffice. The Company may request

recertification every six months from the date of the previous certification. You should notify the Company if an approved accommodation is no longer needed.

Perdue will engage in an interactive process with the employee to identify any possible accommodations that are effective and will make reasonable accommodations unless an undue hardship will result.

Perdue will, to the extent allowed by law, maintain the confidentiality of an employee requesting leave or accommodation under these provisions.