



Americans with Disabilities Act Policy (2023)

It is White Mountains' policy that we do not discriminate against qualified individuals with disabilities with regard to any aspect of their employment. White Mountains is committed to complying with the ADA Amendments Act of 2008, the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973, as applicable. White Mountains recognizes that some individuals with disabilities may require accommodations at work. If you are currently disabled or become disabled during your employment, you should contact your manager to discuss reasonable accommodations that may enable you to perform the essential functions of your job. We are not required to provide an accommodation that could cause the business an undue hardship as defined by law.

The Americans with Disabilities Act defines "disability" as: (1) a physical or intellectual impairment that substantially limits one or more of the major life activities of such individual; (2) a record of such an impairment; or (3) being regarded as having such an impairment. "Major life activities" include caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.

In accordance with the Americans with Disabilities Act, employees with AIDS will be treated like any other ill employee. If the individual is fit to work, he or she will be provided with work in accordance with normal procedures. Usually, no special precautions in the workplace are indicated. However, employees with AIDS may request reasonable accommodation by contacting Corban OneSource Human Resources at 844-726-7226. We are committed to safeguarding the health of all employees and maintaining productivity.

Policy Guidelines

Qualified individuals with disabilities are entitled to equality in pay and other forms of compensation (or changes in compensation) as well as in job assignments, classifications, organizational structures, position descriptions, lines of progression and seniority lists.

Requesting a Reasonable Accommodation

If you believe you need an accommodation because of your disability, you are responsible for requesting a reasonable accommodation from Corban OneSource, Human Resources at 844-726-7226. You may make the request orally or in writing.

White Mountains encourages employees to make requests in writing and to include relevant information, such as:

- A description of the accommodation you are requesting
- The reason you need an accommodation

- How the accommodation will help you perform the essential functions of your job

After receiving your oral or written request, White Mountains will engage in an interactive dialogue with you to determine the precise limitations of your disability and explore potential reasonable accommodations that could overcome those limitations. White Mountains encourages you to suggest specific reasonable accommodations that you believe would allow you to perform your job. However, White Mountains is not required to make the specific accommodation requested by you and may provide an alternative, effective accommodation, to the extent any reasonable accommodation can be made without imposing an undue hardship on White Mountains.

Medical Information

If your disability or need for accommodation is not obvious, White Mountains may ask you to provide supporting documents showing that you have a disability within the meaning of the ADA and applicable state or local laws, and that your disability necessitates a reasonable accommodation. If the information provided in response to this request is insufficient, White Mountains may require that you see a health care professional of White Mountains' choosing, at White Mountains' expense. In those cases, if you fail to provide the requested information or see the designated health care professional, your request for a reasonable accommodation may be denied.

White Mountains will keep confidential any medical information that it obtains in connection with your request for a reasonable accommodation.

Determinations

White Mountains makes determinations about reasonable accommodations on a case-by-case basis considering various factors and based on an individualized assessment in each situation.

White Mountains strives to make determinations on reasonable accommodation requests expeditiously and will inform the individual once a determination has been made. If you have any questions about a reasonable accommodation request you made, please contact Corban OneSource, Human Resources at 844-726-7226.

No Retaliation

If you request an accommodation in good faith, you should not be concerned about retaliation from others. Intimidation, coercion, threats, retaliation, or discrimination against any employee for requesting an accommodation are prohibited.