



Policy number: WAG.POL.ERS-208

Policy title: Transgender Inclusion

Effective date: November 21, 2017

Version: 1.0

Owner: Senior Vice President and Chief Human Resources Officer

Description: The intent of this policy is to support transgender individuals in our stores and facilities and foster an environment of inclusion and mutual respect.

Table of contents

1. Purpose	2
2. Scope.....	2
3. General policy statement.....	2
4. Restroom accessibility	3
5. Exhibit 1: Definitions	4
6. Exhibit 2: Contact details	5



EFFECTIVE DATE: 11/21/2017

1. Purpose

Walgreens family of companies subscribes to a policy of non-discrimination on the basis of sex, sexual orientation, gender identity, or gender expression/presentation. Additionally, Walgreens family of companies believes that employees have a right to work in an environment free of verbal or physical harassment on account of sex, sexual orientation, gender identity, or gender expression. Harassment of any type on the part of managers, supervisors or team members will not be tolerated. Our goal is to ensure that all team members put their full energy into their jobs and perform at maximum productivity. Anyone found to have violated this policy may be subject to serious disciplinary action, up to and including termination of employment.

2. Scope

This policy and its protections apply to all Walgreens team members, customers, patients, vendors, and any third parties within our facilities.

3. General policy statement

The intent of this policy is to support transgender individuals and foster an environment of inclusion and mutual respect. Because the needs of individuals vary, this policy cannot anticipate every situation that may arise. Matters arising under this policy will be addressed on an individual basis. For additional assistance, please refer to the Gender Transition Guidelines for the Workplace [coming soon].

Discriminatory and/or harassing treatment based on an individual's actual or perceived gender identity is prohibited in all aspects of the employment relationship, including, but not limited to:

- Hiring
- Transfer
- Discipline
- Job Assignment
- Promotion
- Termination



EFFECTIVE DATE: 11/21/2017

- Training
- Compensation
- Performance Evaluations

4. Restroom accessibility

All individuals have a right to use restroom facilities that correspond to the individual's gender identity, regardless of the individual's sex assigned at birth.



5. Exhibit 1: Definitions

Gender expression/presentation: The external manifestation of an individual's gender identity through characteristics and behaviors such as appearance, dress, mannerisms, speech patterns and social interactions that may be perceived as masculine or feminine or elsewhere on the gender spectrum.

Gender identity: A person's innate, deeply-felt sense of one's gender. One's gender identity may not correspond to that person's sex as assigned at birth.

Sexual orientation: An inherent or immutable enduring emotional, romantic or sexual attraction to other people.

Transgender: An umbrella term that can be used to describe individuals whose gender identity and/or expression is different from what is typically associated with the sex assigned to them at birth. Transgender individuals may (or may not) decide to alter their bodies hormonally and/or surgically.

Transition: The process of changing an individual's gender from the sex assigned at birth to match an individual's gender identity. There are many different ways to transition, such as "coming out" to family, friends and coworkers, changing an individual's name and/or sex on legal documents and/or hormone treatments and surgery. For some individuals, it is a complex process that takes place over a long period of time, while for others it is a one or two step process that happens more quickly. Some transgender individuals do not think of their transitions in terms of a set time period. Rather, the transition can be regarded as a lifelong process that may never end.



EFFECTIVE DATE: 11/21/2017

6. Exhibit 2: Contact details

If you are a manager or team member (including if you are a transitioning team member) with questions about this policy, please contact your manager, HR representative, or Employee Relations

Employee Relations

800-825-5467

askHR@walgreens.com