Colleagues,

Like many of you, I have looked on with dismay at revelations in the British, American, and global media regarding sexual harassment in the workplace and more broadly. On behalf of the DAI Board, the Global Executive Team, and everyone in a leadership capacity at DAI, I would like to reiterate unequivocally what I believe is clear in our policies, our training, and our actions on this matter: we do not tolerate sexual harassment at DAI.

If there is a silver lining to the spate of scandals afflicting the worlds of politics, sports, media, entertainment, and elsewhere in society—including the aid and development sector—it is that we seem to have broken through some of the complacency surrounding predatory sexual behavior. More people in positions of power and influence are taking the issue seriously, taking victims seriously, and holding offenders to account. At DAI, we embrace this development, in line with our commitment to provide employees with a safe, welcoming work environment.

As a reminder, everyone at DAI is required to complete training on harassment in the workplace and sign off on the policy as part of on-boarding; we repeat this process bi-annually. Given their positions of authority, supervisors are required to take a separate training suitable to their role. We expect you to fulfil these requirements, and I am proud to say that our record of compliance is excellent.

Most importantly, we expect everyone at DAI—regardless of where you work, or what role you play in the company—to live up to the standards of behavior articulated in our training and in the <u>Code of Business Conduct and Ethics</u>, which is now available in seven languages. The particular language on harassment is <u>here</u>.

If someone at DAI has fallen short of these standards, I urge you to report this behavior promptly to your supervisor (if appropriate); to Chief Ethics and Compliance Officer Mike Walsh, at mike_walsh@dai.com; or via one of our anonymous reporting channels: by email at Ethics@DAI.com, or by phone at +1-855-603-6987 (US) or +1-503-597-4328 (international).

I assure you that we will treat your story respectfully and in confidence, and you need not fear reprisals of any kind.

Making DAI a great place to work has always been fundamental to our success. We rely on managers and supervisors, in particular, to create a respectful work environment. If we work together to reject harassment of all kinds and pay due attention to the professional standards that unite us around the world, I'm confident we will keep DAI a safe and collegial place for all of our employees to build careers and advance our development mission. I look forward to your support in this effort.

Jim Boomgard
President and CEO

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