



December 1, 2021

This letter shall serve to confirm receipt of your complaint of inappropriate conduct engaged in by Thomas Demattia.

The Company asserts, at the very outset, that it does not and will not tolerate conduct that causes its employees to feel uncomfortable. For the welfare of its valued employees and the efficiency of overall operations, the Company endlessly strives to keep the working atmosphere productive, safe and dignified. The Company will conduct an immediate thorough and fair investigation into the allegations. Please complete the attached complaint form and return it to me as soon as possible.

If you decide to return to work, we will welcome you back and will ensure that Mr. Demattia does not engage in any inappropriate behavior or take any retaliatory actions against you.

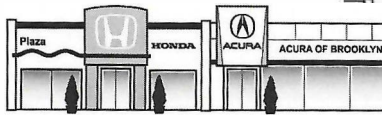
In accordance with the company's non-harassment policy and investigation and complaint procedures, the Company will conduct an investigation. In addition, Mr. Demattia is being placed on notice that a complaint has been lodged against him and that if you return to work, he is not to retaliate against you or treat you in any other manner which might be deemed intimidating or threatening, and if he does, he would be in direct violation of corporate policy which will subject him to possible discharge.

Lastly, I reiterate that the Company takes your complaint very seriously and, as such, I will be conducting a diligent investigation.

Thank You,

Vera Nuhi

Human Resource/Payroll Administrator



COMPLAINT FORM

The Company maintains a uniformly enforced policy that all of its employees should be entitled to work in an environment and work place free from inappropriate and unprofessional conduct, disrespect, discrimination and harassment, including sexual harassment. In furtherance of this policy, the Company is committed to investigating all employee claims and complaints alleging misconduct and implementing the necessary and appropriate action including disciplinary action if warranted. In order for the Company to conduct a responsible and professional investigation of the facts of your complaint, please complete this form below.

Name: Anibal Hugo

Date(s) of Incident 10/2021 - 11/30/21

Job Title/Department: Body Shop Advisor


Please describe as clearly as you can the facts and details concerning the incident. Include dates, location, time, statements and witnesses. If there was more than one incident of alleged misconduct, please describe each incident separately. You may use the back of this form or another sheet of paper.

Please see the following page.

I authorize and consent that the Company may disclose where necessary, the information with respect to this complaint in order that a complete investigation may be conducted.

Should you decide that you do not want the Company to disclose certain information you provide, please specify that information below. The Company will try to honor such requests consistent with its obligations to identify, address and remedy any acts of workplace misconduct.

I acknowledge that I have read and understand the statements within this complaint.


Employee signature

12/02/21
Date

The incidents have been going on for quite some time now. The interactions between Tommy and Larry speaking to each other started off with what seemed to be joking at the time. However, as time progressed it has become evident that it wasn't just jokes. They use racial slurs, as well as derogatory terms in regards to fellow employees' appearance and sexuality. They have referred to Mookie (tow truck driver) as the "dumbest white guy they know" and a "stupid Jew bastard." Tommy has referred to my appearance as "faggy" by making comments on my nails. He has made unnecessary and sarcastic comments regarding what I was wearing for work meanwhile I always abided by the dress code. They have both referred to me as a "useless and lazy millennial." Tommy on multiple occasions has referred to Kenny as "China man" "the yellow one" and "chink." He has also referred to vendors of Arabic descent as camel jockeys and dot heads. When he got upset, he accused me of not doing my job told me to "shut the fuck up and listen because I am the boss and you're the worker." Tommy is evidently unprofessional and is in dangerous a place of power and authority. Being spoken down to along with insults creates an extremely hostile and unbearable work environment for myself and others. It is an extremely poor representation of Plaza Auto Mall.