



SECTION 19:

Human Resources

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A. SUMMARY

This policy will serve as overarching guidance to the development of policies and practices focused on Carrier's greatest asset, its employees.

B. POLICY

Carrier Human Resources shall develop and maintain policies and practices that enable the company to attract, develop and retain the best individuals to support and drive the goals and ultimate success of the company by supporting and allowing all individuals to reach their full potential. These policies and practices shall be aligned with Carrier's Code of Ethics and other Carrier policies, and fully compliant with applicable laws in the jurisdictions we operate globally.

C. OWNERSHIP AND APPROVAL

The CHRO is the owner of this Policy. All interpretations should be referred to the relevant Regional Employee and Labor Relations Leader and changes to this policy require prior approval from the Vice President of Employee and Labor Relations.

D. DEFINITIONS

Global Talent: Community of Expertise focused on developing the strategy and processes for talent acquisition, development, engagement and culture

Total Rewards: Community of Expertise focused on developing the strategy and execution for employee benefits and compensation

Employee and Labor Relations: Community of Expertise focused on developing strategies for collective bargaining, positive employee relations and workplace/HR compliance

Human Resources Business Partners & Human Resources Managers: focused on working closely with business leaders to translate business strategy into HR strategies and actions, and leveraging the Communities of Expertise to address complex challenges or design solutions to business issues.

E. RESPONSIBILITIES

Employee and Labor Relations will maintain overall responsibility for Human Resources Policies and will coordinate with the functions noted above to ensure Human Resources



policies and practices are aligned and supportive with this policy.

Each Human Resources functional area will be responsible for developing policies and practices that support the spirit and intent of the Company's Human Resources Policy. In addition to the initial development, periodic review and appropriate revisions should occur based on an established frequency and/or emergent knowledge or need.

All Company employees, vendor providers and business guests will be responsible for adherence to applicable policies.

F. REFERENCES

Individual HR and Corporate policies can be accessed through your employee portal or via [ePolicy](#)

Workday Portal <https://wd5.myworkday.com/carrier/login.html>

Employee Self Service (ESS) – <https://ess.carcgl.com/prv8/>

ePolicy - [http://amc.apps.carrier.com/ePolicy Carrier/](http://amc.apps.carrier.com/ePolicy_Carrier/)