

# Tellabs Human Resources Policy

Tellabs is committed to treating all people with integrity, fairness, honesty and respect. We are dedicated to continuous improvement by following these and other principles:

- We comply with all applicable local, state and national laws where the company does business and expect our suppliers to do the same.
- We seek to establish and maintain a diverse workforce with equal opportunities for all current and prospective employees. We do not discriminate on the basis of age, ethnicity, gender, disability, religion, sexual orientation or other protected categories. (see Tellabs Equal Employment Opportunity Policy)
- We ensure that terms of employment are voluntary and do not use indentured, slave, forced or other involuntary labor. Employees may freely choose to terminate employment.
- We do not hire anyone under the age of 18.
- We expect reasonable working hours and will not exceed legal maximum hours of labor.
- We offer competitive wages and benefits that meet or exceed legal minimum wage.
- We recognize the right of our employees to join or not join associations of their own choosing, in compliance with the law. We respect employee rights to open communication, direct engagement, and humane and equitable treatment.
- We provide safe, healthy and secure working environments for employees and visitors. (see Tellabs Safety Policy)
- We do not tolerate verbal, visual, written or physical conduct that harasses, disrupts, or interferes with another's work performance, or which creates an intimidating or hostile work environment. (see Tellabs Non-Harassment Policy)

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