



## **Human Capital & Diversity, Equity and Inclusion Policy Statement**

Dun & Bradstreet Holdings, Inc. (the “Company” or “D&B”) has adopted this policy statement, which lays out the Company’s approach to embracing human capital, diversity, equity and inclusion. This policy statement applies to all D&B employees (“team members”), and it is approved by senior management and the Audit Committee of our Board of Directors.

At D&B, our continued success depends largely on our ability to attract and develop a diverse and capable workforce. As set forth in our [Code of Conduct](#), we are committed to providing a work environment that fosters respect for all D&B team members, customers, suppliers, contractors, consultants and other business partners and reflects the diversity of the communities in which we operate.

### **Diversity, Equity and Inclusion**

At D&B, we know that our success is driven by the innovation, effort and passion of all our team members. We are committed to a diverse and inclusive workforce where many different and diverse perspectives, thoughts, beliefs, educational backgrounds and experiences are purposefully brought together. Here, our team members are valued, empowered and supported, with access to a variety of growth and development opportunities.

All team members contribute to our success, whether that is measured in financial performance, the strength of our relationships with clients and partners, how we give back to the communities where we live and work or how we collaborate with one another.

Diversity, equity and inclusion principles and practices are embedded into each stage of our team member lifecycle. Here, we have outlined the policies, initiatives and efforts that help ensure we are cultivating a strong, engaged and inclusive workforce.

### **Hiring**

We make employment decisions based on merit and do not discriminate based on race, color, national origin, religion, creed, gender, sexual orientation, gender identity or expression, civil union or marital status, age, citizenship status, disability status, pregnancy, genetic information, protected military or veteran status, ancestry, medical conditions (including cancer or genetic characteristics) or any other characteristic protected by law and as set out in our Equal Employment Opportunity Policy, or any other applicable local policies as outlined in our internal [Code of Conduct](#). Additionally, within our Code of Conduct we support and abide by the principles laid out in the United Nations’ International Labor Organization standards.

### **Diversity Training**

To ensure our team members have the skills, knowledge and tools at hand to navigate sensitive topics like diversity, equity and inclusion, we have developed several training and development programs.

Various trainings are available to support understanding and engagement of diversity, equity and inclusion at all levels of the business. These training programs include topics such as identifying and eliminating unconscious biases toward others and providing social tools to bridge personal and professional connections.

Additionally, we have in place our mandatory Code of Conduct training, in which team members are specifically trained on the policies, conditions and terms of our [Code of Conduct and Ethics](#), including our firm stance against discrimination, harassment, abusive conduct and bullying. The Code of Conduct training is included in the onboarding process for all new hires and completed by all team members as part of our annual training.

### **Safe Workplace Environment**

We demand a work environment free from harassment, abusive conduct and bullying and do not tolerate any form of inappropriate conduct that creates an intimidating, hostile, intolerant or offensive work environment. Harassing or bullying conduct can include physical actions or verbal remarks/messages. Sexual harassment can involve unwelcome sexual advances, requests for sexual favors or other physical or verbal conduct of a sexual nature. All forms of harassment, abusive conduct and bullying are prohibited. This policy extends to vendors, consultants and others with whom we do business. This policy applies in both work-related settings and work-sponsored activities, regardless of when or where the activity takes place.

We also work to ensure that all team members have an outlet to raise complaints or grievances. If any team member learns of or is subject to, harassment, abusive conduct, bullying or other improper conduct or treatment, they should report it. A team member may confidentially report such concerns five (5) different ways:

1. Directly via the online web platform at <https://www.integritycounts.ca/org/DNB>
2. Via the dedicated hotline number (1-888-734-0377 for North America, other local numbers included in the [Code of Conduct](#))
3. D&B's Global Compliance and Ethics team at [complianceofficer@dnb.com](mailto:complianceofficer@dnb.com)
4. Contact D&B's People Team, Legal Team or Audit Services Team
5. Raise concerns to your Leader or another Leader at D&B

We will review the complaint promptly and discreetly, following our Global Fact-Finding Protocol, when applicable.

### **Team Member Training & Development**

Whether someone is a seasoned team leader or just beginning their career, their growth matters to us. In addition to on-the-job training, we have teams dedicated to supporting growth and development through business, sales and leadership courses and programs. Our purpose is

to encourage and inspire a culture of learning and curiosity at all levels and provide the tools for individuals to take ownership of their own development.

Our core programs, such as our D&B Business curriculum, are accessible to all team members and include comprehensive training on topics such as the Code of Conduct, Anti-Corruption, Security Awareness and Data Privacy. We also offer a suite of leadership development programs including 7 Talents Discovery for new and emerging leaders, 7 Talents Rising for seasoned leaders and 7 Talents Masters for senior/high-potential leaders.

We are committed to ensuring that our team members know what is expected of them in their current roles and that they have the tools and opportunities to expand their responsibilities and impact, and progress to the next level.

### **Team Member Experience & Engagement**

Nothing is more important than ensuring that our team members have a positive, safe and engaging experience during their time with D&B. To that end, we take very seriously the work that goes into understanding the needs of our team members, and we work diligently to deliver on those needs.

### **Employee Resource Groups**

Employee Resource Groups (ERGs) are employee-led organizations within D&B. Although each group has its own unique mission, the overarching goal is to support teammates with similar backgrounds, experiences and interests. All ERGs are safe communities where members can be their whole selves at work.

Currently, we are proud to have the Black Professionals Network, Tapestry (our LGBTQIA+ group), the Veterans Professional Group and Women in Support of Empowerment / Equality / Excellence (our Women's group). We always encourage our team members to find a sense of belonging at work by joining an existing group or creating their own.

### **Team Member Engagement**

From the candidate hiring process through onboarding and beyond, D&B strives to curate an elevated team member experience. At D&B, we work to enable a culture of listening and acting on feedback to improve our team members' experience. As part of our active listening, we conduct regular employee engagement surveys distributed to all team members. These surveys are designed to give team members an opportunity to be heard more frequently on topics that are relevant to our culture and business.

The takeaways and findings from our survey inform strategic decision-making at the highest levels of our company as we aim to drive a business strategy that aligns with the sentiments and perceptions of our people.

### **Supporting High Performance**

At D&B, we know that one of the most important factors of the team member experience is growth. That is why we have developed a proven performance management strategy to ensure our team members are receiving feedback on an ongoing basis and gaining access to opportunities that will facilitate their growth and development.

We think about Performance Management as a continuous cycle of conversations and feedback that enable high performance, anchored by specific activities. Those activities include setting measurable objectives, engaging in quarterly check-ins with a team member's leader and conducting an annual performance review. We believe there should not be any surprises and that team members and their leaders communicate transparently and often.

Team member performance is evaluated against the results and impact each team member achieves against their objectives and their consistent demonstration of our company-wide Strategic Objectives and Performance Personas that guide the goals and behaviors we expect in a high-performing organization. We encourage internal career mobility to support the growth of our business and foster the development of our people – our most precious asset.

## **Health, Safety and Quality of Work**

We are nothing without the health and safety of our team members. That is why we work diligently to maintain an environment that protects the physical and mental health of our team members.

### *Physical Health*

We use a series of systems throughout our global offices to ensure safety and emergency preparedness, such as Send Word Now to alert team members of any immediate urgent notifications.

In addition to the efforts of our designated team members tasked with maintaining a safe work environment, all team members have a responsibility to:

- Follow safe working procedures and applicable laws and regulations, at all times;
- Actively work to prevent accidents;
- Immediately report any unsafe condition to their Leader, local Facilities manager and/or Corporate Security at [physicalsecurity@dnb.com](mailto:physicalsecurity@dnb.com);
- Immediately report any violent behavior, suspicious activity or threats to their Leader, the People Team and/or Corporate Security at [physicalsecurity@dnb.com](mailto:physicalsecurity@dnb.com) for investigation; and
- Adhere to the Workplace Safety and Security Protocol which can be found on the Company's intranet.

Additionally, we offer medical and prescription drug, dental, vision and other related benefits for our team members to help them manage their health.

### *Mental Health and Overall Wellness*

While physical health is critical, the mental health and well-being of our team members is also a significant priority.

We have taken steps to promote a positive work-life balance for our team members, including generous paid time off (vacation days, holidays, volunteer days and 'unsick' days) as well as paid parental leave.

During 2021, we instituted a global wellness program that provides an array of preventative health support that covers everything from mental and physical wellbeing, sleep, parental and family life, nutrition and more. Many of our team members also have access to our Employee Assistance Programs (EAP) which provide confidential support options from short-term coaching, guidance and counselling to day-to-day support and direction with a skilled professional.

## **Labor Rights**

At D&B, we are committed to maintaining full legal compliance with local labor rights laws and seek to support our team members by fostering a culture and environment that positively serves their interests.

### *Collective Bargaining*

We recognize and respect a team member's freedom of association and their right to form, join or not join workers' organizations of their choosing and to enter into collective bargaining, as permitted by law.

### *Human Rights*

We support the principles established under the United Nations Declaration of Human Rights and are committed to conducting business in a way that respects the rights and the dignity of people.

We prohibit the employment of underage children or forced labor, as well as any form of physical punishment or abuse. We expect suppliers throughout our global supply chain to share our commitment to the same high standards.

## **Talent Attraction**

With almost two centuries of experience and growth, our work has never been more exhilarating. We are passionate about our purpose, and it has us transforming everything we do, from how we engage with our clients to how we energize one another. This energy and passion translate directly into our talent recruitment and retention strategy.

We have been highly successful at finding and developing the best and brightest talent, and we work hard to ensure that does not change. As both our talent needs and the talent market evolve, we regularly assess and adjust our talent attraction strategy with the input of our human resources and executive leadership teams. This involves reconsidering the skills, competencies and experiences that are most important to us as well as the sources of high-quality talent. We

leverage our trained recruiting experts to seek out, hire and build the diverse, talented teams that drive our innovation and success.

One of the most important factors that has enabled our success in sourcing talent is the global reach of D&B. With ~6,300 team members in over 30 global offices, we have found and leveraged great talent from all corners of the globe.

As our business continues to grow and the world around us changes at a rapid pace, we will continue to evolve our approach to recruiting to stay ahead of the curve.