

Greylock Community Code of Conduct

At Greylock (Greylock Federal Credit Union, Greylock Insurance Agency, Greylock Investment Group), we're committed to providing a safe and welcoming environment for all. Guided by our IDEA (inclusion, diversity, equity, accessibility) principles, we celebrate the diversity of backgrounds, experiences, and ideas that each person brings to Greylock, and we aim to foster a culture of inclusion.

This code of conduct is enacted to address standards of community conduct in order to assure the rights and protection of Greylock's employees, volunteers, vendors, partners, Members, customers or any stakeholder *doing* business with Greylock. Greylock is committed to maintaining a workplace free from unacceptable conduct by anyone.

"Abusive" or "Disruptive" conduct includes, but is not limited to, any of the following: *(This list is not exhaustive and is used only as an example of types of behavior that may be viewed as "abusive" or "disruptive")*

- Any type of harassment or abuse based on a person's race, color, gender, accent, national origin, religion, physical or mental disability, sexual orientation, or age, per federal protection guidelines;
- Making unwelcomed sexual overtures, flirtations, advances, or propositions;
- Engaging in offensive or abusive physical contact;
- Using profane, abusive, intimidating or threatening language and behavior;
- Immoral conduct or indecency on Greylock premises;
- Deliberate or repeated violations of security procedures or safety rules;
- Possession, sale, use, or being under the influence of, drugs or alcoholic substances on Greylock premises;
- Fighting or possession of weapons of any kind on Greylock premises;
- Any other act which endangers the safety, health or well-being of another person or which is of sufficient magnitude that causes disruption of business at Greylock;
- Making false, vicious or malicious statements about any Greylock employees, or Greylock and its services, operations, policies, practices or management;
- Attempting to coerce or interfere with Greylock employees or any Greylock stakeholder in the performance of their duties;
- Conducting or attempting to conduct or engage in any fraudulent, dishonest or deceptive activity of any kind involving Greylock employees, Greylock accounts or services, stakeholders or Greylock services;
- The intentional destruction or threat of destruction of Greylock property including any posting, defacing, or removing notices or signs on Greylock premises; or
- Committing a criminal offense on Greylock Premises.

Constructive conversations with Greylock via all our current social channels are encouraged with the responsibility to keep the conversations in these public forums free from inappropriate language, derogatory or defamatory statements. Greylock reserves the right, at its sole discretion, to remove any post or comments that it deems are in violation of these standards.

If a violation of this Code of Conduct is identified, Greylock may take the following actions:

- Denial of services and/or closure of accounts/services;
- Preclusion from access to Greylock premises; or other premises as may apply to Greylock's business;
- Taking any other action deemed appropriate under the circumstances;
- Contact local, state or federal authorities where aggressive and/or angry behavior, threats of bodily harm, actual bodily harm, or any illegal activity against any Greylock employee, volunteer, Member, customer or other person have taken place. Additionally, Greylock, at its sole discretion, may seek a restraining order, issue a no-trespass order, and/or take any other actions it deems appropriate.
- In the cases where Greylock deems such actions appropriate, or in cases of continued abusive conduct or a single extremely abusive incident, as determined solely by Greylock, Member may be subject to immediate termination of membership, in accordance with our Member Service Agreement.