



Why are we launching Open Doors?

Your voice matters to us!

We want to hear your ideas on ways that build an inclusive workplace, and we want to give you the support you need to remove unfair barriers.

Open Doors helps us achieve that. It provides options so you can choose your way to be heard.

What is the new DE&I Option?

There are several ways that you can share your voice. The image on the right shows all the options available to you.

We understand, however, that DE&I ideas and concerns need a space of their own. That's why we created an additional DE&I option.

With the new DE&I option, you can provide feedback and share ideas on ways to build a more inclusive culture. You can also use it to report DE&I related concerns, such as:

- ▶ Discrimination by a customer, supplier, subcontractor, or another teammate.
- ▶ Feeling excluded at work because of their identity.
- ▶ Being treated unfairly or with disrespect.
- ▶ Witnessing a teammate experiencing any of the above.



Let's look at a couple of examples of when you would use the DE&I option...

Example #1

You don't feel that the store you work at has enough staff that look like those who live in the community you serve. You don't know if this is anyone's fault at the store, but you feel it would be a good idea to provide this feedback to someone.

What do you do?

- Share your feedback with a people leader,
- Speak to HR, or
- Use the DE&I option (phone, online form, postal mail, or email)

Example #2

A teammate in your office continually tells racist jokes and uses racial slurs. You have told the teammate how it makes you feel, but nothing changes.

What do you do?

This situation should be reported. We encourage you to speak to your leader or HR first. However, the choice is yours. You can use **ANY** of the contact options above.

How do I use the DE&I Option?

STEP 1

To share an idea or report a concern anonymously:



Call: 1-866-831-6388



Use the online form:

<http://www.clearviewconnects.com/>



Mail a letter:

ClearView Connects
P.O. Box 11017
Toronto, Ontario
M1E 1N0



Email: diversity.inclusion@sobeys.com

Note: email is not anonymous.

STEP 2

Your idea or concern will be documented, and a case number provided, if applicable.

STEP 3

If you are sharing an idea that advances a culture of inclusion, it is forwarded to the DE&I team.

If you are reporting a concern, it will be looked into. Everything is kept confidential, unless required by law.

STEP 4

If an investigation is required, appropriate steps will be taken.

We encourage you to check the status of your report by phone **1-866-831-6388** or online at <http://www.clearviewconnects.com/>

By doing so, you can respond with more information, if required.

OPEN DOORS CHOOSE YOUR WAY TO BE HEARD



You will notice that the Employee and Family Assistance Program (EFAP) at the bottom. It supports Open Doors and is available to any employee who needs counselling and support.

Our promise is that we will

Listen.

Support you.

Take action.

At Sobeys Inc. we are committed to advancing a culture of inclusion. If you require an alternative format of this document, please email diversity.inclusion@sobeys.com



**DIVERSITY
EQUITY
AND
INCLUSION**