



## REASONABLE ACCOMMODATIONS (ADA) POLICY

Vontier's policy is to assure compliance with all applicable provisions of the Americans with Disabilities Act (ADA) and ADA Amendments Act, and any state or local laws protecting applicants and employees with disabilities. The purpose of this policy is to ensure that Vontier provides reasonable accommodations to assist qualified Vontier applicants and employees with disabilities to perform the essential functions of their jobs, unless the accommodation creates an undue hardship or directly threatens someone's health or safety.

### Reasonable Accommodations

Consistent with applicable law, Vontier prohibits discrimination against qualified individuals with a disability. Vontier will provide reasonable accommodation to enable qualified individuals with a disability to perform the essential functions of their jobs, and to enable individuals to enjoy benefits and privileges of employment equal to those enjoyed by employees without disabilities. Vontier will engage in an interactive process with an applicant or employee who requests an accommodation and make an individualized assessment of the request. Accommodation will be provided in cases where the accommodation would not directly threaten someone's health or safety or create an undue hardship.

### Examples of possible accommodations include:

- Making existing facilities physically accessible to a disabled applicant or employee
- Job restructuring
- Part-time or modified work schedules
- Acquiring or modifying equipment or devices
- Leave of absence for a defined period of time and an extension of leave
- Modification or adjustment to the job application process
- Reassignment of an employee to a vacant position for which they are qualified

### Requests for Reasonable Accommodations

**Employees and Applicants must contact Unum at 866-860-2063** and complete a Reasonable Accommodation Request form. The request should be made, and the form completed as soon as the reasonable accommodation becomes necessary. Accommodation requests received by a supervisor or manager should be referred to Human Resources.

In addition, individuals seeking a reasonable accommodation may be required to provide medical verification of their disability and need for accommodation by submitting medical information to UNUM. All medical information received will be treated as confidential in accordance with Vontier policy and any applicable laws. Failure to submit requested documentation may affect Vontier's decision to grant or deny the requested accommodation.

Upon receiving a request for reasonable accommodation, Vontier will engage in an interactive process with the applicant or employee to identify potential accommodations. If the accommodation is reasonable and will not directly threaten someone's health or safety or impose an undue hardship, Vontier will grant the accommodation. Vontier may also propose and, where appropriate, select an alternative reasonable accommodation that allows the employee to perform the essential functions of their position. Providing an employee with a reasonable accommodation does not excuse the employee from meeting the job requirements and performance standards in their position.