Disability Accommodations Policy

Policy Statement

Boise Cascade has a policy of non-discrimination as it relates to individuals with disabilities and complies with the Americans with Disabilities Act (ADA), as amended by the ADA Amendments Acts (ADAAA), the federal Pregnant Workers Fairness Act (PWFA) and all applicable state and local disability accommodation laws.

Purpose

Boise Cascade will provide a reasonable accommodation to disabled applicants and associates if the reasonable accommodation would allow the individual to perform the essential functions of the job, unless doing so would impose an undue hardship on the Company or present a direct threat to the health and safety of the individual or other associates.

Scope

This policy applies to all associates in the United States.

Definitions

Reasonable Accommodation: A modification or adjustment to a job, the work environment, or the ways things are usually done during the hiring process.

Policy

Requesting a Reasonable Accommodation

If you believe you need an accommodation because of your disability, you should request a reasonable accommodation during the application process from the location human resources department. Boise Cascade's accommodation processes are managed by The Hartford and associates can contact them directly by calling 1-888-277-4767 or online at www.TheHartford.com/mybenefits. You may make the request orally or in writing. Boise Cascade encourages applicants and associates to make their request in writing and to include relevant information, such as:

- A description of the accommodation you are requesting
- The reason you need an accommodation
- How the accommodation will help you perform the essential functions of your job and/or complete the application process, as applicable

After receiving your request, Boise Cascade will engage in an interactive dialogue with you to determine the precise limitations of your disability and explore potential reasonable accommodations. Boise Cascade encourages you to suggest specific reasonable accommodations that you believe would allow you to perform your job and/or complete the application process. However, the Company is not required to make the specific accommodation requested by you and may provide an alternative, effective accommodation, to the extent any reasonable accommodation can be made without imposing an undue hardship on the Company or presenting a direct threat to the health and safety of you or other associates.

Medical Information

If your disability or need for accommodation is not obvious, the Company may ask you to provide supporting documents showing that you have a disability within the meaning of the ADA and applicable state or local laws, and that your disability necessitates a reasonable accommodation. If the information provided in response to this request is insufficient, Boise Cascade may require that you see a health care professional of the Company's choosing, and at the Company's expense. In those cases, if you fail to provide the requested information or see the designated health care professional, your request for a reasonable accommodation may be denied.

Boise Cascade will keep confidential any medical information that it obtains in connection with your request for a reasonable accommodation.

Pregnant Workers Fairness Act (PWFA)

Upon receipt of a request for accommodation, HR will contact the associate or applicant to discuss the request and determine if an accommodation is reasonable and can be provided without significant difficulty or expense, i.e., undue hardship. While the reasonableness of each accommodation request will be individually assessed, possible accommodations include allowing the individual to:

- Sit while working
- Drink water during the workday
- Receive closer-in parking
- Have flexible hours
- Receive appropriately sized uniforms and safety apparel
- Receive additional break time to use the bathroom, eat and rest
- Take time off to recover from childbirth

- Be excused from strenuous activities and/or activities that involve exposure to compounds deemed unsafe during pregnancy

Determinations

Boise Cascade makes determinations about reasonable accommodations on a case-by-case basis considering various factors and based on an individualized assessment in each situation. The company strives to make determinations on reasonable accommodation requests in a timely manner and will inform the individual once a determination has been made.

No Retaliation

Individuals will not be retaliated against for requesting an accommodation in good faith. Boise Cascade expressly prohibits any form of discipline, reprisal, intimidation or retaliation against any individual for requesting an accommodation in good faith, or for reporting or participating in an investigation of unlawful discrimination under this policy.

The effectiveness of our effort depends largely on individuals telling us about inappropriate workplace conduct. If associates or applicants feel that they or someone else may have been subjected to conduct that violates this policy, they should report it immediately to the Human Resources Department. If not, Boise Cascade may not become aware of a possible violation of this policy and may not be able to take appropriate corrective action.

Roles & Responsibilities

Corporate HR Services or local human resources departments are responsible for receiving and reviewing all accommodation requests.

Related documents or policies

1.1 Employment Opportunities Policy
1.4 Misconduct Policy

Revision History

Date	Version	Description	Author
	1.0	Original	
6/12/2023	2.0	Annual review – adding PWFA	C. Severson
5/17/2024	3.0	Adding in The Hartford information for ADA Claims	C. Severson
08/21/2024	3.0	No Changes	
1/31/25	4.0	Updating language to reflect amended Executive Order, new template	J. Jackson