

**CALIFORNIA WORKPLACE VIOLENCE
PREVENTION PLAN**

The Walt Disney Company and affiliated companies

June 2024

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A. INTRODUCTION

The Company is committed to providing a safe working environment.

As part of this California Workplace Violence Prevention Plan (the “Plan”), with your assistance and awareness, we can recognize and address inappropriate behavior, and eliminate or minimize threatening incidents to maintain a secure, safe, and healthy work environment for all of us at the various types of work locations, including offices and warehouses, guest-facing locations (including parks, hotels, and retail locations), film and television production locations, and remote/event locations.

The objectives of this program and related training include informing our employees, cast, crew, and all those who work at our California locations about:

- what constitutes workplace violence and threats of violence;
- procedures to communicate with employees regarding workplace violence prevention;
- increasing awareness of our various working environments in order to help avoid or prevent potential violence or hazards;
- how to protect against potential violence or hazards that may occur;
- how to report threats of violence or acts of violence without fear of reprisal;
- how concerns of workplace violence are investigated and documented; and
- procedures to identify, evaluate, and correct workplace violence hazards.

B. POLICY

It is the Company’s policy to provide our employees with a safe and healthful work environment, and to take appropriate actions to protect employees from acts of violence and threats of violence during the performance our job duties. While the Company cannot protect from every possible potential issue, this Plan is intended to create a framework that employees understand, and actively contribute to and take part in, to create and maintain a safe working environment.

C. DEFINITIONS

Emergency - Unanticipated circumstances that can be life threatening or pose a risk of significant injuries to employees or other persons.

Engineering controls - An aspect of the built space or a device that removes a hazard from the workplace or creates a barrier between the employee and the hazard.

Threat of violence - Any verbal or written statement, including, but not limited to, texts, electronic messages, social media messages, or other online posts, or any behavioral or physical conduct, that conveys an intent, or that is reasonably perceived to convey an intent, to cause physical harm or to place someone in fear of physical harm, and that serves no legitimate purpose.

Serious injury or illness - Any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization other than for medical observation or diagnostic testing.

Stalking - Stalking occurs when any person willfully, maliciously and repeatedly follows or harasses another and makes a credible threat with the intent to place that person in reasonable fear for their safety or the safety of their immediate family.

Workplace - A location where employees conduct authorized business or execute their job duties.

Workplace Violence - any act of violence or threat of violence that occurs in a place of employment. Workplace Violence is defined to include, but is not limited to, the following:

- The threat or use of physical force against an employee that results in, or has a high likelihood of resulting in, injury, psychological trauma, or stress, regardless of whether the employee sustains an injury.
- An incident involving a threat or use of a firearm or other dangerous weapon, including the use of common objects as weapons, regardless of whether the employee sustains an injury.
- The following four workplace violence types:

Type 1 violence - workplace violence committed by a person who has no legitimate business at the worksite, and includes violent acts by anyone who enters the workplace or approaches employees with the intent to commit a crime.

Type 2 violence - workplace violence directed at employees by third parties including customers, clients, vendors, or visitors.

Type 3 violence - workplace violence directed against an employee by a current or former employee, supervisor, or manager.

Type 4 violence - workplace violence committed in the workplace by a person who does not work there, but has or is known to have had a personal relationship with an employee.

Workplace violence does not include lawful acts of self-defense or defense of others.

Work practice controls - Procedures and rules which are used to effectively reduce workplace violence hazards.

Violent Incident Log - The log described in the INCIDENT INVESTIGATION & POST INCIDENT RESPONSE Section of this Plan.

D. RESPONSIBILITY

Plan administrator, Associate Director Health & Safety, has the overall authority and responsibility for implementing the provisions of this Plan. The list below identifies those with areas of responsibility under this Plan:

Job Title/Position	Plan Responsibilities
Associate Director Security, Safety and Health	Overall responsibility for the Plan; approves the final plan and any major changes; and oversees the maintenance of hazard identifications.
Director, Global Workplace Security	Responsible for employee involvement and training; updating training materials.
Director, Global Security Investigations	Responsible for investigations regarding workplace violence incidents; maintaining logs regarding workplace violence incidents and corrective measures.

All managers and supervisors are responsible for implementing and maintaining the Plan in their work areas and for answering employee questions about the Plan.

Non-manager/supervisor employees play a significant role, are responsible for their own conduct, vigilance, reporting, and are expected to act safely, professionally, courteously, and responsibly at all times.

E. EMPLOYEE ACTIVE INVOLVEMENT

The Company ensures the following policies and procedures to obtain the active involvement of employees and authorized representatives in developing and implementing the Plan:

1. Designing and implementing training. Global Security provides facilitated trainings and computer-based trainings on workplace violence prevention, imminent threat response, and de-escalation strategies. Employees are encouraged to participate in designing and implementing training programs, and their suggestions are solicited through, and incorporated into, the training materials. For example, an employee might suggest a new training scenario based on a recent incident. Employees can

submit feedback and new ideas to Global Security at any time by visiting the form linked [HERE](#). Any other questions or comments can be sent to CORP.GlobalSecurity.WPVPP@disney.com. Employees are encouraged to visit <https://globalsecurity.disney.com> to learn more about Global Security's mission and access information on existing resources.

2. Identifying, evaluating, and determining corrective measures to prevent workplace violence. Global Security engages in targeted employee education and awareness through various Community Watch and other related campaigns each year that focus on the many aspects of workplace violence prevention. These campaigns are thoughtfully designed and based on current events, emerging research/risk, internal trends, and other relevant data. Employees are encouraged to participate in these campaigns and to provide feedback to the Global Security team.
3. Reporting and investigating workplace violence incidents. Each and every employee is responsible for immediately reporting any and all threats of violence and acts of workplace violence to their supervisor or manager, Human Resources, Employee Relations, or Global Security without fear of reprisal, as set forth in the Section of this Plan entitled INCIDENT REPORTING PROCEDURES. All reports will be taken seriously.

F. EMPLOYEE COMPLIANCE

All employees are responsible for using safe work practices, for following all directives, policies, and procedures, and for assisting in maintaining a safe, healthy, and secure work environment. Employees may not engage in threats or physical actions which create a security hazard for others in the workplace.

The Company will:

1. Train employees, supervisors, and managers about this Plan.
2. Hold managers, supervisors, and non-manager/supervisor employees accountable to ensure compliance. Failure to complete or attend assigned trainings may result in corrective action up to and including termination.
3. Provide retraining to employees whose safety performance is deficient with the Plan.
4. Recognize employees who demonstrate work practices that promote safety in the workplace.
5. Discipline employees for failure to comply with the Plan.

G. COMMUNICATIONS WITH EMPLOYEES

To maintain a safe, healthy, and secure workplace, we must communicate about workplace safety, health, and security issues. We have communication systems designed to encourage a continuous flow of safety, health and security information between management and our employees without fear of reprisal and in a form that is readily understandable. These include:

1. Employee and cast member new hire orientation.
2. Periodic (at least yearly) review of our Plan with feedback from employees.
3. Training to address workplace violence prevention, security, and our respective responsibilities.
4. Posting and distributing workplace violence prevention information.
5. Engaging in targeted employee education and awareness through various Community Watch and other related campaigns.
6. Reporting workplace violence/security hazards or threats of violence. See the INCIDENT REPORTING PROCEDURES Section of this Plan for the multiple avenues the Company provides for employees to report incidents, threats, hazards, and concerns of workplace violence.
7. Investigating concerns of workplace violence in a timely manner. Employees who report incidents of workplace violence will be informed of the results of the investigation and any corrective actions to be taken.
8. Addressing security issues at safety, workplace violence prevention, and security team meetings.
9. Ensuring proper notice of the Plan and any updates to employees.
10. Allowing employees to access their mobile or other communication devices to seek emergency assistance, assess the safety of a situation, or communicate with a person to verify their safety.
11. Sharing information with labor contractors or other employers to ensure a coordinated response to any workplace violence incidents.
12. Mass notification systems that keep employees informed in the event of an emergency by sharing information through work and personal contact methods (including email, text messages, and voice messages). These notifications may be shared before, during, and after an event that may affect an employee.

H. COORDINATION WITH LABOR CONTRACTORS & OTHER EMPLOYERS

The Company will implement the following effective procedures to coordinate implementation of this Plan with other employers to ensure that those employers and their employees understand their respective roles, as provided in the Plan:

- Employees, cast, crew, and individuals who regularly perform work at a Company location in the state of California will be trained in workplace violence prevention.
- Workplace violence incidents involving any employee that occur while the employee is performing work-related activities (regardless of which entity is the controlling employer) will be reported, investigated, and recorded.
- The Company will exchange workplace violence prevention plans with labor contractors and other employers.

I. INCIDENT REPORTING PROCEDURES

The Company provides multiple avenues for employees to report incidents, threats, hazards, and concerns of workplace violence.

In the event of an emergency or if someone has been seriously injured, employees should first call 911 so that emergency assistance can be obtained. Once it is safe to do so, employees should also notify Global Security, which can be reached by phone at (818) 560-5911.

Employees may also report workplace violence-related concerns to their immediate manager, the next level manager, Human Resources, Employee Relations, or to the Global Security Control Center (which is staffed 24 hours a day, 7 days a week). The Global Security Control Center may be reached by dialing (818) 560-3220 (or toll free at (877) 472-2493), or by completing an online form at <https://globalsecurity.disney.com/report/>. Employees can also find their local Security contact at <https://globalsecurity.disney.com/contact-us/>.

Please see security contact information for the below business areas:

Business Area	Contact Information
Disney Stores	Asset Protection & Risk Emergency Line, (888) 378-6730
Disneyland Resort	Disneyland Resort Communications Center, (714) 781-5840
ESPN	ESPN Global Command Center (GCC), (860) 766-2486 or via email at espnsecuritycommandpost@espn.com
Lucasfilm	Lucasfilm Tip Line, (415) 623-1300 or via email at security@lucasfilm.com
Partners Federal Credit Union	Vice President, Enterprise Security Risk Management, (407) 363-4913

Alternatively, employees may report workplace violence concerns to The Guideline by calling 1-800-699-4870 or online at www.disneyguideline.com. Concerns to The Guideline may also be submitted anonymously.

J. POLICY AGAINST RETALIATION

The Company is committed to fostering an environment that encourages and protects people who speak up when they observe conduct that may violate the Company's policies, applicable laws, or regulations, or who participate in or cooperate with an investigation of such concerns. This includes employees, cast, and crew who make good faith reports of potential workplace violence. The Company's Speak Up policy strictly prohibits any form of retaliatory action against any person who reports misconduct, participates in an investigation, participates in any proceeding or hearing conducted by a governmental enforcement agency, or opposes actual or perceived violations of the Company's policies or applicable laws or regulations. "In good faith" means the employee has made a genuine attempt to provide honest and accurate information, even if they are later proven to have been mistaken. The Company reserves the right to discipline anyone who knowingly makes a false accusation or has acted improperly.

Retaliation is prohibited by law in many contexts, but the Company's policy encompasses a broader range of conduct. Examples of retaliatory action that Company prohibits include:

- Demotion, suspension, or termination of employment;
- Denying benefits or taking away opportunities for advancement;
- Reducing pay or hours;
- Intimidating, ostracizing, making threats, and other harassing conduct;
- Blocking or threatening to block from future employment in an industry;
- Reassignment to a less desirable position; and
- Creating or allowing a work atmosphere that is hostile toward someone who has reported a concern.

Employees who believe they have been retaliated against—or who notice any retaliatory actions against someone else—for having raised a workplace violence-related concern in good faith or having participated in a workplace violence-related investigation should immediately report the conduct to Human Resources, Employee Relations, or The Guideline.

Any employee found to have engaged in retaliation will be subject to discipline, which may be termination.

K. INCIDENT INVESTIGATIONS & POST INCIDENT RESPONSE

Investigations

Incidents of workplace violence are reviewed and appropriately triaged by Global Security employees who are trained in workplace violence prevention. Initial review considers the involved party/parties, the segment they work for, the nature of the reported incident, and imminency of violence. If violence is likely imminent or has already occurred, Global Security will contact the appropriate law enforcement agency.

Upon triage, Global Security will investigate the concern/incident in partnership with Employee Relations and other key stakeholders including but not limited to specialized security teams and external thought partners, when relevant. All investigations comply with applicable laws, regulations, and any internal/regional policies. If there is a risk of violence, Global Security will participate in or convene a multidisciplinary threat assessment meeting consisting of the above-mentioned partners.

Workplace violence incident investigations are intended to:

- review available information, including visiting the scene of the incident and reviewing security footage from security cameras, if applicable;
- identify additional information to be obtained (if available), including interviewing involved employees and witnesses and obtaining any reports completed by law enforcement;
- identify risk and protective factors;
- holistically assess violence risk;
- determine the cause of the incident; and
- develop and implement mitigation strategies, including taking corrective action to prevent similar incidents from occurring, if applicable. Validated concerns of workplace violence are promptly addressed in partnership with Employee Relations and other partners. Global Security is responsible for the implementation of security-related mitigation strategies to keep the people, places, property, and brand of the Company safe.

No part of this investigation process is done in isolation. Maintaining confidentiality and treating all aspects of the process with sensitivity and discretion are essential. Information developed and obtained should not be disclosed to anyone except persons with a need to know.

Resources and support for those employees/their families either directly or indirectly impacted by workplace violence

Led by the Employee Care and Support Team and in partnership with Employee Relations, Human Resources, Benefits, and Global Security, the Company has a robust set of tools, programs, and resources available to employees and their families impacted by crisis, including incidents of workplace violence.

In partnership with Global Security, the Employee Care & Support Team works to account for and verify the welfare of employees and their families immediately following crises to effectively determine what types of support and resources they may need to aid in their recovery.

For individuals impacted (directly or indirectly), the Company will provide support and resources through various internal offerings including but not limited to:

- Mental health care through the Employee Assistance Program (EAP).
- Time off/leave options.
- As needed, an individualized connection point to assist with navigating additional Company benefits and resources, as well as external resources where applicable.

Violent Incident Log

Workplace violence incidents will be documented in the Company's Security Incident Management System (SIMS) and will be maintained as the Company's workplace violence incident log. The violent incident log will include information such as:

- The date, time, and location of the incident.
- The workplace violence type or types involved in the incident.
- A detailed description of the incident.
- A classification of who committed the violence, including whether the perpetrator was a client or customer, family or friend of a client or customer, stranger with criminal intent, coworker, supervisor or manager, partner or spouse, parent or relative, or another perpetrator.
- A classification of circumstances at the time of the incident.
- A classification of where the incident occurred, such as in the workplace, parking lot or other area outside the workplace, or other area.
- The type of incident, including, but not limited to, whether it involved any of the following:

- Physical attack without a weapon, including, but not limited to, biting, choking, grabbing, hair pulling, kicking, punching, slapping, pushing, pulling, scratching, or spitting.
- Attack with a weapon or object, including, but not limited to, a firearm, knife, or other object.
- Threat of physical force or threat of the use of a weapon or other object.
- Sexual assault or threat, including, but not limited to, rape, attempted rape, physical display, or unwanted verbal or physical sexual contact.
- Animal attack.
- Consequences of the incident, including, but not limited to:
 - Whether security or law enforcement was contacted and their response.
 - Actions taken to protect employees from a continuing threat or from any other hazards identified as a result of the incident.
- Information about the person completing the log, including their name, job title, and the date completed.

L. HAZARD IDENTIFICATION AND EVALUATION

Security personnel will perform workplace hazard assessments for workplace violence prevention in the form of periodic inspections. New facility or building remodel designs are reviewed by Global Security to ensure adherence to the principles of Crime Prevention Through Environmental Design (CPTED) and Global Security minimum control standards.

The following positions are responsible for overseeing periodic inspections to identify and evaluate workplace violence/security hazards and threats of workplace violence, as well as periodic reviews of reported concerns of potential hazards:

Job Title	Area/Location
Director, West Coast Operations	Los Angeles, Burbank, Glendale, Pasadena, KGO – San Francisco, KABC – Los Angeles, KFSN – Fresno, and Partners Federal Credit Union offices and branches
Director, Disneyland Security & Emergency Services	Disneyland Resort

Director, Lucasfilm Security	Lucasfilm
Director, Facility/Event Security & Safety	ESPN – LAPC
Vice President, Global Security	Marvel Studios
Director, Production Security & Special Events	California film and television productions
Exec Dir-Global Asset Protection & Risk	California Disney Store locations

Periodic inspections are performed at Company locations according to the following schedule:

1. No less than annually;
2. When the Plan is implemented;
3. When new, previously unidentified workplace violence or safety/security hazards are recognized;
4. When occupational injuries or threats of injury occur;
5. Whenever workplace conditions warrant an inspection; and
6. Within 30 days of a reported incident, if a follow-up inspection is warranted.

Periodic inspections for workplace violence prevention and safety/security hazards consist of identification and evaluation of workplace hazards and changes in business practices, and may require assessment for more than one type of workplace violence. We will perform inspections for each type of workplace violence by using the methods specified below to identify and evaluate workplace hazards.

Inspections for workplace violence hazards will be targeted to the specific workplace, but may include assessing:

1. Adequacy of protective measures, including the implementation of engineering controls where applicable, such as fencing/walls, security gates (vehicular and pedestrian), door locks, entry codes or badge readers, security windows, physical barriers, restraint systems, and the deployment of electronic access control (EAC) systems to mitigate unauthorized access.

2. The exterior and interior of the worksite for its attractiveness to robbers.
3. Surveillance measures, such as mirrors and cameras.
4. Posting of emergency telephone numbers for law enforcement, fire, and medical services.
5. Whether employees have effective escape routes from the workplace.
6. Assessing administrative controls, such as visitor management policies and systems to track non-employee vendors, guests, and visitors.
7. Identifying third parties authorized to be present at the worksite.
8. Effectiveness of systems and procedures to warn others of a security danger.
9. Communication of our workplace violence prevention plan and policy to manager/supervisor and non-manager employees.

M. HAZARD CORRECTION

Hazards, which threaten the security of employees, shall be corrected based on severity when they are first observed or discovered. All corrective actions taken will be documented and stored in the Company's Security Incident Management System (SIMS).

Corrective measures for workplace security hazards will be specific to the work area and may include:

1. Controlling, access to, and freedom of movement within, the workplace by non-employees, include recently discharged employees or persons with whom one of our employees is having a dispute.
2. Communicating procedures for reporting suspicious persons or activities pursuant to workplace violence prevention program and safety procedures.
3. Posting of emergency telephone numbers for law enforcement, fire, and medical services.
4. Supplementing the physical security program with uniformed security officers.
5. Installing additional security surveillance cameras in and around the workplace.
6. Providing employee training/re-training(refreshers) on the Plan.
7. Assessing effectiveness of systems and procedures to warn others of a security danger.
8. Communications of our workplace violence prevention plan and policy to manager/supervisor and non-manager employees.
9. Communications between manager/supervisors and non-manager/supervisor employees.
10. Communications regarding warning signs of potential workplace violence.

N. TRAINING AND INSTRUCTION

All California employees, cast, and crew, including managers and supervisors, will be trained and receive instruction on general and job-specific workplace security practices. Training and instruction will be provided when the Workplace Violence Prevention Plan is first established and annually thereafter.

Additional training and instruction will be provided to all personnel whenever the employer is made aware of new or previously unrecognized security hazards and when changes are made to the Plan. The additional training may be limited to addressing the new workplace violence hazard or changes to the Plan.

General workplace security training and instruction includes, but is not limited to, the following:

1. This Plan and the definitions contained in this Plan.
2. Measures for reporting any violent acts or threats of violence, how to obtain a copy of the Plan at no cost, and how to participate in the development and implementation of the Plan.
3. Recognition of workplace security hazards including the risk factors associated with the different types of workplace violence.
4. Measures to prevent workplace violence, including procedures for reporting workplace security hazards or threats to managers and supervisors.
5. Ways to get help or assistance.
6. Notification of law enforcement authorities when a criminal act may have occurred.
7. Post-event trauma resources for those employees desiring such assistance.
8. The violent incident log and how to obtain copies of records pertaining to hazard identification, evaluation and correction, training records, and violent incident logs.
9. Opportunities the Company provides for interactive questions and answers with a person knowledgeable about the Plan.

In addition to training specific to this Plan, Global Security offers optional facilitated trainings on workplace violence prevention, imminent threat response, and de-escalation strategies. These trainings are customized to the working environment, risk profiles, and employee concerns; they are offered through in-person or virtual facilitation to optimize access. Global Security also provides computer-based trainings on workplace violence prevention and imminent threat response. There are multiple versions of the imminent threat response training to represent the different working environments of the Company. Versions of these trainings are available domestically and internationally. These trainings were developed in partnership with segment leaders and international trainings were developed in collaboration with regional security leaders. They are available in multiple languages.

Lastly, Global Security members are trained and conduct practice drills based on formalized protocols to include, but not limited to, field training exercises and tabletop exercises. Specialized, targeted training include, mass notification system training, and security awareness notices that may be relevant to the security and safety of the facility and to the staff. Security awareness briefings and training exercises are also incorporated into leadership team meetings and internal communications as appropriate and feasible.

O. REPORTING BY COMPANY

As required by California Code of Regulations (CCR), Title 8, Section 342(a), Reporting Work-Connected Fatalities and Serious Injuries, the Company will immediately report to Cal/OSHA any serious injury or illness (as defined by CCR, Title 8, Section 330(h)), or death (including any due to Workplace Violence) of an employee occurring in a place of employment or in connection with any employment.

P. RECORDKEEPING

An effective record-keeping system helps in selecting the appropriate level of controls to prevent recurrence and in determining required training. As such, the Company will:

- Create and maintain records of workplace violence hazard identification, evaluation, and correction, for a minimum of five (5) years.
- Create and maintain training records for a minimum of one (1) year and include the following:
 - Training dates.
 - Contents or a summary of the training sessions.
 - Names and qualifications of individuals responsible for the training.
 - Names and job titles of all persons attending the training sessions.
- Maintain violent incident logs for minimum of five (5) years.
- Maintain records of workplace violence incident investigations for a minimum of five (5) years. The records shall not contain medical information per subdivision (j) of section 56.05 of the California Civil Code.

All records of workplace violence hazard identification, evaluation, and correction, training, incident logs and workplace violence incident investigations required by law shall be made available to Cal/OSHA upon request for examination and copying.

Q. EMPLOYEE ACCESS TO RECORDS

The following records shall be made available to employees and their representatives, upon request and without cost, for examination and copying within 15 calendar days of a request:

- Records of workplace violence hazard identification, evaluation, and correction.
- Training records.
- Violent incident logs.

Requests for such records can be made to Human Resources or Employee Relations.

R. REVIEW AND REVISION OF THE PLAN

The Company will review this Plan for effectiveness:

- At least annually.
- When a deficiency is observed or becomes apparent.
- After a workplace violence incident as needed.

Review and revision of the Plan will include the procedures listed in the EMPLOYEE ACTIVE INVOLVEMENT section of this Plan, as well as the following procedures to obtain the active involvement of employees and authorized employee representatives in reviewing the Plan's effectiveness:

- Review of workplace violence incident investigations and the violent incident log.
- Assessment of the effectiveness of security systems, including alarms, emergency response, and security personnel availability (if applicable).
- Review that violence risks are being properly identified, evaluated, and corrected. Any necessary revisions are made promptly and communicated to all employees. These revisions could involve changes to procedures, updates to contact information, and additions to training materials.

Addendum 1

Security Contact Information

In the event of an emergency or if someone has been seriously injured, employees should first call 911 so that emergency assistance can be obtained. Once it is safe to do so, employees should also notify Global Security, which can be reached by phone at (818) 560-5911.

Employees may also report workplace violence-related concerns to their immediate manager, the next level manager, Human Resources, Employee Relations, or to the Global Security Control Center (which is staffed 24 hours a day, 7 days a week). The Global Security Control Center may be reached by dialing (818) 560-3220 (or toll free at (877) 472-2493), or by completing an online form at <https://globalsecurity.disney.com/report/>. Employees can also find their local Security contact at <https://globalsecurity.disney.com/contact-us/>.

Please see security contact information for the below business areas:

Business Area	Contact Information
Disney Stores	Asset Protection & Risk Emergency Line, (888) 378-6730
Disneyland Resort	Disneyland Resort Communications, Center (714) 781-5840
ESPN	ESPN Global Command Center (GCC), (860) 766-2486 or via email at espnsecuritycommandpost@espn.com
Lucasfilm	Lucasfilm Tip Line, (415) 623-1300 or via email at security@lucasfilm.com
Partners Federal Credit Union	Vice President, Enterprise Security Risk Management, (407) 363-4913
Pixar	Pixar Safety and Security Operations Center, (510) 922-3971 or via email at security@pixar.com

Alternatively, employees may report workplace violence concerns to The Guideline by calling 1-800-699-4870 or online at www.disneyguideline.com. Concerns to The Guideline may also be submitted anonymously.

Addendum 2

Disney Store USA, LLC

RESPONSIBILITY

Per The Walt Disney Company and affiliated companies' Workplace Violence Prevention Plan (WVPP), referred to as “the Plan,” the Associate Director, Health & Safety has overall responsibility to implement all provisions and addendums. The General Manager or Store Manager has overall authority and responsibility for implementing and maintaining the Plan and addendum in their work areas and answering employee questions. Disney Store location specific responsibilities reside with the following:

Location	Job Title/Position
644 Studio Store	Store Manager
719 Camarillo Outlet	Store Manager
860 Citadel Outlets	General Manager
905 Ontario Outlet	Store Manager
927 San Francisco Premium Outlets	Store Manager
929 The Shops at Las Americas	Store Manager

EMERGENCY RESPONSE PROCEDURES

Disney Store responds to actual or potential workplace violence emergencies and has in place the following retail-specific measures to handle actual or potential workplace violence emergencies:

- PA announcements may be used to alert employees of emergencies in addition to the Company’s mass notification system.
- Disney Store has response procedures for evacuation or sheltering-in-place that are appropriate and feasible for the worksite. Procedures are located in the Imminent Threat and Workplace Violence Guidelines located online ([SharePoint >>Guidelines & Procedures](#)) and in the Disney Emergency Response Plan (DERP) binder located Onstage (Box Office) and Backstage (Emergency Station).
- Disney Store has procedures for employees and cast members on how to obtain help from staff, security personnel, or law enforcement.

In the event of an emergency, including a Workplace Violence Emergency, contact the Asset Protection & Risk Emergency Line at 888-378-6730.

TRAINING AND INSTRUCTION

In addition to the training highlighted in the Plan, Disney Store requires all Cast Members to complete computer-based training on the following retail-specific topics upon hire and annually:

- TDS Workplace Violence Prevention & Response
- TDS Suspicious Activity & Imminent Threat Response
- TDS Non-Escalation, De-Escalation

Questions or requests for support specific to the above referenced Disney Store trainings can be sent to TDS.Asset.Protection@disney.com.