



# APPROACH TO EMPLOYEES

✉ESG@CoviaCorp.com

We are committed to being an employer of choice and helping our people thrive. We are genuine and proactive in our efforts to create a supportive work environment throughout our Team Members' tenure.

## Our approach to employees includes:

- **Compensation and Benefits** – To attract and retain talented Team Members, we offer competitive compensation and benefits packages. While specific compensation and benefits vary globally and are based on regional practices, our U.S. full-time salaried and hourly Team Members receive comprehensive medical, dental and vision benefits for themselves, spouses and dependents; a 401(k) retirement savings program with company matching contributions; short-term and long-term disability benefits; flexible spending accounts; a health savings account with company contribution; paid time-off.
- **Paid Time Off and Leaves of Absence** – Eligible Team Members are provided time away from work to attend personal, family and community matters. Leaves of absence may include parental, bereavement, military and family medical leave, as well as allotted time for volunteering, jury duty, voting and sick leave, among others. Covia also has two equitable policies, paid time off (PTO) and flexible time away (FTA), to meet the needs of our Team Members and our business. Both PTO and FTA policies promote work-life balance and provide paid time for vacations, personal commitments and holidays, sick days, childcare, and beyond.
- **Flexible Work Options** – To create the best balance for employees, our office staff have the ability to operate under a flexible/hybrid workplace model. The model allows office employees to work remotely several days per week, while still benefiting from hub locations that allow for collaborative work teams and spontaneous learning and creativity.
- **Training and Development** – Fostering a safe work environment is paramount to everything we do. As such, we provide regular training to our employees on our safety policies and procedures, including annual emergency action drills. All our employees also have access to online learning management systems with training resources across many of our functional areas, including cybersecurity, safety and health, environmental, diversity and inclusion, human resources, and legal compliance, which includes our Corporate Code of Business Conduct and Ethics, Anti-Corruption and Sanctions Policy, and reporting concerns and the Whistleblower Hotline.

Additionally, we offer employees talent development programs and learning resources to support performance and align skill requirements and competencies with specific functional and leadership roles. We also support the growth and development of leaders through the Emerging Leaders Program (ELP) and Covia Leadership Experience (CLE) workshop series to better equip and identify next-generation leaders. Our performance management system enables leaders to work with their employees to set annual objectives aligning with their functional role. Objectives are tracked and measured throughout the year for informal follow-ups as well as formal reviews.

- **Engagement** – Employee engagement has always been important to Covia, and we make a concerted effort to connect with and support our Team Members at all our locations. This includes frequent communications from our CEO and senior leaders, the distribution of an internal newsletter, and the annual Covia Excellence Awards. In addition, we leverage feedback from periodic employee engagement surveys and engagement groups, including the company's D&I Council. Locally, Team Members gather to celebrate holidays, birthdays, work anniversaries and life milestones.