



EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION

It is the intent of the Company to provide equal employment opportunity without regard to an individual's:

- Age
- Color
- Disability
- Genetic Information
- Marital status
- National origin
- Citizenship status
- Race
- Religion
- Sex
- Sexual orientation
- Gender identity
- Protected veteran status, or
- Other legally protected category.

Takeda's equal employment opportunity efforts are in accordance with applicable federal, state and local laws governing non-discrimination in employment. The business activities impacted by equal employment opportunity include, but are not limited to:

- Recruiting and hiring;
- Promoting;
- Training;
- Transferring;
- Discipline;
- Terminating employment;
- Compensation;
- Benefits;
- Client and community relations; and
- All other terms, conditions, and privileges of employment.

Please also refer to the Professional Conduct and Prohibition Against Discrimination and Harassment policy set forth in this Employee Policy Manual. Violations of these important policies will result in disciplinary action up to and including, termination of employment.

Takeda's Affirmative Action Program is designed to help meet equal employment opportunity commitments in accordance with applicable law by, among other things, monitoring workforce representation, employment programs and policies, and making good-faith efforts to promote the letter and spirit of applicable law.

Requests for Accommodation

Takeda will attempt to make reasonable accommodations to employees and applicants with a qualified disability and/or sincerely-held religious beliefs to enable them to apply for and/or to perform the essential functions of the jobs which they are otherwise qualified. For information about how to request an accommodation, please consult the Employment and Accommodation of Persons with Disabilities and/or Religious Beliefs policies within this Employee Policy Manual or contact the ERC at 1-224-554-6800.

Report the Behavior

If an employee believes that he/she or any other individual is being, or has been, subjected to discriminatory, or otherwise unfair treatment (including harassment) based upon his/her membership in a protected category, the employee must report it immediately to his/her Human Resources Representative, Takeda's Chief Compliance Officer, Takeda's toll-free Compliance Hotline/HelpLine at 1-888-TAKEDA-0 or the Employee Resource Center at 1-224-554-6800. Do not allow an inappropriate situation to continue by not reporting it, regardless of who is creating that situation. No Takeda employee or business contact is exempt from this policy. Failure to report a violation of this policy may result in disciplinary action, up to and including termination of employment.

Investigation of Complaints

Takeda will take prompt investigative action and implement appropriate corrective and preventative measures in response to inappropriate behavior that comes to its attention. Takeda will endeavor to maintain the confidentiality of any complaint and investigation to the extent it is feasible. However, Takeda retains the right to inform persons it deems to have a need to know and to utilize information obtained during the investigation for legitimate business purposes.



As soon as practical after the investigation concludes, Takeda will determine whether this policy has been violated. An employee who engages in conduct in violation of this policy will be subject to disciplinary action up to and including termination of employment in the Company's sole discretion.

Non-Retaliation

Any retaliation against any employee or individual for reporting discrimination or harassment, or for participating in any investigation, will not be tolerated and should be reported immediately using the reporting procedure described above. Any employee who engages in any form of actual or perceived retaliation because of a complaint made or participation in an investigation under this policy will be subject to appropriate disciplinary action up to and including termination of employment.