

DIVERSITY, EQUITY, AND INCLUSION COMMITTEE INUGURAL CHARTER

PREAMBLE

As a diverse group of artists and technologists, our vision is to strive to be forever inclusive, welcoming, fair and open. We take joy in the diversity of our teams, and the impact of togetherness and success that is achieved when a multitude of ideas are heard. As a member of the UN Global Compact (“UNGC”), TeamPeople, a Division of System One (the “Company” or “TeamPeople”), lives, in particular, the Principles #1 and #2, that: Principle 1: Businesses should support and respect the protection of internationally proclaimed human rights; and Principle 2: make sure that we are not complicit in human rights abuses (attached is the “Ten Principles of the UN Global Compact”).

In the summer of 2020, a number of employees expressed interest in bringing individuals together in some fashion to allow the Company to collectively and effectively contribute to diversity activities important to TeamPeople Talent and clients. As a result, and consistent with the vision above, we are forming an employee committee to further the goals of diversity, equity and inclusion and provide a forum for employees to come together and actively contribute to and further TeamPeople’s vision.

ARTICLE I: NAME

This Committee shall be known as the **Diversity, Equity, and Inclusion (“DEI”) Committee**.

ARTICLE II: MISSION

The Mission of the Diversity, Equity, and Inclusion Committee is to be a strategic partner with the Company to promote a culture of diversity and inclusion in the fields of video, film, marketing, engineering and creative and technical arts. The Committee’s goal will be to provide forums as well as programs or events to advance understanding and inclusion, cultural awareness and community service. The vision, mission, goals, policies and activities of the DEI Committee are fully aligned with those of TeamPeople’s mission, goals, and policies.

The Committee’s goal is to be a valuable mechanism to promote: (i) the continuation of building a culture that fosters awareness, education, and innovation; and (ii) recruitment and retention of diverse talent by leveraging a wide range of thoughts, perspectives, cultures, and experiences they bring to the workplace.(

ARTICLE IV: STRUCTURE AND OPERATIONS

4.1: Participation and Eligibility

Participation in Committee activities is open to all full-time employees at TeamPeople. Participation is voluntary. Membership on the Committee has requirements outlined below.

4.2: Coordinator and Committee Membership

Coordinator:

- a. The Coordinator shall initially be selected by the Company's Executive Sponsor.
- b. The Coordinator shall serve for a term of one year in alignment with this charter.
- c. The Coordinator must have at least 2 years of tenure at TeamPeople.
- d. In the case of a resignation of the Coordinator from their Coordinator role, or employment of TeamPeople, the Executive Sponsor shall meet with the Committee members to determine succession.

Committee Members:

- a. The initial Committee membership shall include no more than 8 members, including the Coordinator, serving at any given time.
- b. Committee Members will serve for a term of one year in alignment with this charter.
- c. All Committee members must have at least 1-year tenure at TeamPeople.
- d. Prospective Committee members will make their desire to join the Committee known in writing to the Employee Organizer and the HR Committee representative.
- e. Additional Committee members may be appointed at any time by the Coordinator with HR and Executive Sponsorship approval.

In order to be selected for and remain as a Member (including the Coordinator) on the Committee:

- a. Any employee serving as a Committee member must be in good standing with the Company.
- b. A Committee member may not have an active performance improvement plan or be on any form of disciplinary action to become or remain an active member.
- c. Committee members must follow TeamPeople's Employee Handbook policies at all times. Should there be a failure to comply with Company policies by a Committee member, actions to remove the member from the Committee shall commence, by the Coordinator (or, if the Coordinator, the Executive Sponsor), and will be reviewed with HR and confirmed by the Executive Sponsor.

Anyone who wishes to no longer be on the Committee should indicate his/her desire to no longer participate in writing to the Coordinator.

4.3: Roles & Responsibilities:

The Coordinator shall be responsible for:

- a. Scheduling meetings of the Committee;
- b. Working with the Executive Sponsors and obtaining approvals, where required;
- c. Officially represent the Committee within TeamPeople and at any Committee events.

Committee members are expected to:

- a. Rotate responsibility for meeting minutes in accordance with the process that will be established for meeting minutes and agendas.

The Coordinator and Committee members are expected to:

- a. Attend and actively participate in all regular meetings. Failure to attend more than two Committee meetings during the span of a year may result in removal from the Committee. All removals will be reviewed by HR and the Executive Sponsor.
- b. Actively participate in events and conduct business activities necessary to achieve the objectives of the Committee.
- c. Demonstrate collaboration, compassion and understanding.

A representative from the Company's HR Department will attend all Committee meetings to assist and liaise with HR as appropriate.

4.4: Terms of Charter

As this is the initial year of this Committee, this charter is limited to one year that will begin with the first scheduled Committee meeting.

ARTICLE V: MEMBERSHIP MEETINGS

Initially there will be monthly meetings of the Committee on a date and place to be designated by the Coordinator and agreed by the Executive Sponsors. These meetings shall be held virtually, and the date will be announced to members of the Committee. A schedule of the meeting dates and locations for the entire year will be provided at first DEI Committee meeting. Attendance shall be taken at meetings for the purpose of confirming active membership. Minutes shall be taken and shared with Committee members, HR and the Executive Sponsor.

ARTICLE VI: COMMITTEE ACTIVITIES

The Committee shall set initiatives on a quarterly basis, taking in to account the time and financial resources available. Some of these activities could include research, input for awareness training, community work, UNGC alignment, facilitate and schedule workshops, schedule and provide guest speakers on relevant topics that further the mission, and industry networking are all anticipated activities that may be undertaken.

All activities promoted to the Company's general employee population require Human Resources and Executive Sponsor approval to move forward with scheduling.
