

## **PURPOSE**

Targa Resources Corp. including all subsidiaries (collectively “Targa”) is committed to maintaining a work environment that is free of harassment based on an individual’s race, color, religion, ethnic or national origin, gender, age, marital status, mental or physical disability, veteran status or any other basis protected by applicable federal, state or local law. Targa will not tolerate any form of Harassment of or by its employees, vendors, contractors or customers, and any such Harassment is prohibited by this policy, regardless of whether the conduct also violates applicable law.

## **DEFINITIONS**

### **Harassment**

Harassment as used in this policy means any unwelcome verbal or non-verbal conduct that:

1. disparages or shows hostility or aversion toward the person and that affects the person’s employment opportunities or benefits, has the purpose or effect of unreasonably interfering with the person’s work performance, or creates an intimidating, hostile, or offensive work environment; and
2. is based on race, color, religion, ethnic or national origin, gender, age, marital status, mental or physical disability, veteran status or any other basis protected by applicable federal, state or local law;

Harassment includes, but is not limited to, the following conduct:

- verbal conduct such as threats, name calling, derogatory comments or slurs, or stereotyping, including communications through the use of the internet, electronic mail, voicemail or text message;
- non-verbal conduct such as making inappropriate gestures or displaying inappropriate or offensive posters, photography, cartoons, drawings, or language, including the use of the Internet, electronic mail, or text message;
- physical conduct such as assault, unwanted touching or blocking normal movement; and
- retaliation for making Harassment reports or threatening to report Harassment.

### **Sexual Harassment**

Harassment also includes Sexual Harassment. Sexual Harassment as used in this policy means any unwelcome advance, request for sexual favors, or any other verbal or physical conduct of a sexual nature or based upon a person’s sex, when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment;
2. submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
3. such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or creating an intimidating, hostile, or offensive workingenvironment.

Sexual Harassment can include, but is not limited to:

- unwanted sexual advances or propositions;
- offering employment benefits in exchange for sexual favors;
- verbal abuse of a sexual nature, graphic verbal commentary about an individual's body or dress, sexually degrading words to describe an individual, suggestive or obscene letters, notes or invitations, sexual innuendos, derogatory comments, name calling, sexually explicit jokes, including communications through the use of the Internet, electronic mail, voicemail or text message;
- non-verbal conduct such as leering, making sexual gestures or displaying of sexually suggestive objects, posters, photography, cartoons, drawings, or language, including the use of the Internet, electronic mail, or text message;
- touching, unwanted physical contact, assaulting, impeding or blocking movements;
- making or threatening reprisals after a negative response to sexual advances;
- retaliation for making Sexual Harassment reports or threatening to report Sexual Harassment.

It is a violation of this policy for males to sexually harass females or other males, and for females to sexually harass males or other females.

### **POLICY**

An employee who experiences or observes any Harassment should immediately report such Harassment to his or her supervisor or manager. An employee may bypass any offending supervisor or manager when reporting a complaint and go directly to the Human Resources Department or report the complaint through the Targa Ethics & Compliance Hotline. There are three ways to report incidents or concerns: 1) Calling the Targa Ethics & Compliance Hotline at 1-833-TELLTRC (835-5872). 2) Accessing the Targa Ethics & Compliance Hotline website at <https://targaresources.ethicspoint.com> on a computer. 3) Accessing <https://telltrc.ethicspoint.com> on a smartphone. No retaliation will be taken against any employee for reporting or participating in a complaint or for raising a question or concern related to this policy. Appropriate disciplinary action, up to and including termination, will be taken against any employee or manager for engaging in conduct in violation of this policy. It is Targa's policy to conduct a prompt investigation and to take appropriate action to remedy incidents of Harassment.

Any employee found to have violated this policy will be subject to disciplinary action, up to and including termination. As noted below, Targa will not permit or condone any acts of retaliation against anyone who, in good faith, files a Harassment complaint or cooperates in the investigation of such a complaint.

All employees are expected to cooperate fully with any investigation of workplace Harassment. Employees who interfere with, hinder or refuse to cooperate in such investigations may be subject to disciplinary action, up to and including termination.

To the extent possible, every reasonable attempt will be made to maintain confidentiality during an investigation of a Harassment complaint.

### **PROHIBITION AGAINST RETALIATION**

Targa strictly prohibits retaliation against any employee for making a complaint under this policy, reporting allegations of Harassment, or filing, testifying, assisting or participating in any investigation, proceeding or hearing conducted by a governmental enforcement agency regarding allegations of Harassment.

Any employee who feels that he/she has been retaliated against, should immediately report such alleged retaliation to his or her manager, directly to the Human Resources Department, or through the Targa Ethics & Compliance Hotline as referenced above. Reports of retaliation or retaliatory Harassment will be promptly investigated. Any employee who retaliates against another employee for making a complaint under this policy will be subject to disciplinary action, up to and including termination.

#### **COMPLIANCE WITH ALL APPLICABLE LAWS**

Targa will implement and enforce this policy in a manner that complies with all applicable federal, state, and local laws, rules, and regulations.

#### **INTERPRETATION OF POLICY**

Please contact Targa's Human Resources Department for interpretations or assistance with this policy. If there are inconsistencies between any plan documents and this policy, the plan documents will control.

#### **AT-WILL EMPLOYMENT**

All Targa employees are employees-at-will and either Targa or the employee can terminate the employment relationship at any time, with or without notice, and without cause. Targa reserves the right to change or deviate from its published policy, practice, and procedure at any time without prior notice as circumstances or business needs dictate. This policy, practice, and/or procedure is a guideline only and does not create a legally binding document.

#### **EXCEPTIONS**

Any exceptions to this policy require prior written approval from an Executive Officer of Targa.