



# Labor Rights Policy

**HMS is committed to the rights of our workforce to work in a safe, healthy and productive workplace.**

## Scope

This Labor Rights Policy applies to all HMS operations and to all locations and situations where HMS business is conducted. The rules and principles outlined in this Policy apply to all HMS personnel, including employees and contractors. Violations of this Policy may result in disciplinary action up to and including termination.

## Purpose

HMS Holdings Corp. and its subsidiaries (collectively “HMS”) is committed to the rights of our workforce to work in a safe, healthy and productive workplace. This commitment is woven into the fabric of our core values and is further described in our Code of Conduct and other applicable policies and procedures.

## Policy

### 1. Our Commitment to our Workforce

HMS commits to providing healthy working conditions, open communication, professional growth and development (as further described in the HMS Learning and Development Standard), fair work hours, and competitive wages and benefits. We actively support and defend the right to equality and freedom from discrimination, diversity and inclusion, freedom of association, workplace safety, and workplace security.

The Company encourages employees to utilize its Open Door Policy to facilitate open and honest communication without fear of reprisal or retaliation. An Open Door Policy can also assist in resolving a majority of issues at an early stage.

### 2. Health and Safety

HMS provides a safe and healthy workplace and complies with applicable safety and health laws, regulations, and policies. We are dedicated to minimizing the risk of accidents, injury and exposure to health risks. While accidents and injuries are rare (inasmuch as HMS employees typically work in office-based healthcare information services roles), we are nevertheless committed to engaging with our employees to continually improve the health and safety in our workplace, including the identification of hazards and remediation of health and safety issues.

We ensure our workplaces are free from violence, harassment, intimidation, and other unsafe or disruptive conditions due to internal or external threats.

For additional policies addressing workplace safety and security, consult the HMS Employee Handbook.

### **3. Freedom of Association**

HMS respects the rights of employees to join organizations or bargaining groups for representation and to engage in collective bargaining, as permitted by applicable laws in the countries where HMS does business.

### **4. Labor Standards**

HMS maintains labor standards including hours, conditions, wages, and overtime pay practices that comply with the laws of the jurisdictions in which we operate. HMS provides compensation packages that are competitive for the locations in which our employees work.

### **5. Non-Discrimination**

HMS is committed to providing equal employment opportunities and complies with all applicable laws that prohibit employment discrimination on the basis of age, sex, gender (including pregnancy), race, color, disability, genetic information, national origin, sexual orientation, gender identity, religion, military or veteran status, or any other legally protected characteristic. All of our employment decisions are covered by this commitment, including recruiting, hiring, training, promotions, pay practices, benefits, disciplinary actions, and terminations. For additional information about HMS' Anti-Discrimination and Anti-Harassment policies, consult the HMS employee handbook.

### **6. Professional Growth and Development**

HMS is committed to fostering continuous professional growth, learning and development among our employees. We offer a variety of online, classroom and experiential training opportunities to employees across the organization. For additional information about professional growth and development opportunities, consult the HMS Learning and Development Standard.

### **7. Employee Privacy**

HMS respects our employees' privacy and complies with all applicable laws regulating the disclosure of personal information, including data protection laws. We are transparent in our use of data, and protect the rights of our employees, contractors, customers, and business partners.

### **8. Respect for Human Rights**

Respect for human rights is a fundamental value of HMS. As described in more detail in our Human Rights Policy, HMS opposes all forms of discrimination, slavery, child labor, servitude, forced labor, and human trafficking. HMS prohibits modern slavery in its operations, in its supply chain, and by its business partners around the globe.

As a contractor to the U.S. Government, HMS is required by law to notify all employees who work with our federal customers of the Government's zero tolerance policy regarding human trafficking. Some examples of trafficking-related activities include: (i) engaging in severe forms of trafficking in persons, such as sex trafficking or the use of forced labor, (ii) procurement of commercial sex acts during the period of performance of a contract, (iii) using forced labor in performance of a contract, (iv) the use of misleading or fraudulent recruitment practices, (v) using recruiters that do not comply with labor laws, (vi) charging employees recruitment fees, and (vii) if required by law or contract, failing to provide an

employment contract, recruitment agreement or other required work document in writing. Additional information about Trafficking in Persons and examples of awareness programs can be found at the Web site for the Department of State's Office to Monitor and Combat Trafficking in Persons at <http://www.state.gov/j/tip/>.

HMS strictly prohibits all HMS employees from engaging in any form of human trafficking. Failure to respect anti-trafficking FAR provisions and this Policy may result in HMS being barred from work on government contracts and a disciplinary action up to and including termination.

HMS also complies with all applicable laws regarding the employment of minors. HMS does not tolerate any form of exploitative child labor.

### Conclusion and Reporting Concerns

HMS employees should immediately report any conduct that could potentially constitute a violation of the law or this Policy by following the steps listed in the HMS Holdings Corp. Code of Conduct. Employees can report suspected violations by calling 1-877-640-3416 or by visiting the hotline website at [HMS.com/hotline](https://HMS.com/hotline). No retaliatory action will be taken against any HMS employee for raising concerns or claims made in good faith under this Policy.

HMS is committed to investigating, addressing and responding to the issues and concerns of its employees and to taking appropriate corrective action in response to any violation.