

# GLYCOMIMETICS, INC.

## POLICY FOR REPORTING COMPLAINTS REGARDING HARASSMENT, DISCRIMINATION AND RETALIATION

(updated December 2022)

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**The Company is an equal opportunity employer and makes employment decisions on the basis of business needs and job qualifications. The Company does not unlawfully discriminate against, nor does it tolerate unlawful harassment by any person, including, but not limited to, co-workers, managers, and third parties on the basis of race, color, religion or creed, alienage or citizenship status, political affiliation, marital or partnership status, age, national origin, ancestry, physical or mental disability, medical condition, veteran status, gender, gender identity, pregnancy, childbirth (or related medical conditions) sex, sexual orientation, sexual and other reproductive health decisions, genetic disorder, genetic predisposition, carrier status, military status, familial status, or domestic violence victim status and any other basis protected under federal, state, or local laws.**

**In addition, the Company complies with all applicable laws regarding job applicants and/or employees' criminal convictions, arrest record, prior criminal accusations, salary history, credit history, unemployment status, political activities, and recreational activities.**

**To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the Company will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result.**

### **Harassment and Sexual Harassment**

Harassment, including sexual harassment, is a form of prohibited employee misconduct. Harassment may take many forms, but the most common forms include: *verbal harassment* (e.g., jokes, epithets, slurs, negative stereotyping, and/or unwelcome remarks about an individual's body, color, physical characteristics, appearance, or sexual practices, or gossiping about sexual relations); *physical harassment* (e.g., physical interference with normal work, impeding or blocking movement, assault, unwelcome physical contact, or leering at a person's body); or *visual harassment* (e.g., offensive or obscene pictures or emails, gestures, display of sexually suggestive or lewd objects, unwelcome notes or letters, and/or any other written or graphic material that denigrates or shows hostility or aversion toward an individual, because of a protected characteristic, that is placed or circulated in the workplace).

Harassment may be sexual in nature. Sexual harassment includes harassment of women by men, of men by women, same-sex harassment, and harassment by/toward anyone who does not identify as a man or woman. Sexual harassment is unlawful whether it involves co-worker harassment, harassment by a supervisor or manager, or by persons doing business with or for the

Company. There are two distinct categories of sexual harassment: (1) *quid pro quo* (when an individual's submission to, or rejection of, unwelcome sexual conduct is used as a basis for employment decisions affecting that individual, including granting of employment benefits); and (2) hostile environment (when unwelcome sexual conduct unreasonably interferes with an individual's job performance or creates an intimidating, hostile, or offensive working environment, even if it does not lead to tangible or economic job consequences). Sexually harassing conduct does not need to be motivated by sexual desire to be considered unlawful.

### **Individuals and Conduct Covered**

These policies apply to all applicants and employees, whether related to conduct engaged in by fellow employees or by someone not employed by the Company (e.g., an outside vendor, consultant or customer). Similarly, these policies apply to conduct directed towards all applicants, employees, as well as all non-employee independent contractors.

Conduct prohibited by these policies is unacceptable in the workplace and in any work-related setting outside the workplace, such as during business trips, business meetings, and business-related social events.

### **Reporting and Investigation**

If an employee believes that they have been subjected to, or have witnessed, harassment or discrimination of any kind or any conduct that violates this policy, employees must immediately report the facts of the conduct to their supervisor or Human Resources ("HR"), or both. If, for any reason, employees do not feel comfortable discussing the matter with their supervisor, employees should bring the matter to the attention of the head of HR, their second-tier supervisor, or the Compliance Officer. The important thing is that employees bring the matter to the Company's attention promptly so that any concern of harassment or discrimination can be investigated and addressed appropriately. If employees are supervisors, they must report any complaints of misconduct, including harassment or discrimination, to HR or the Compliance Officer or the Compliance Officer's designee as soon as possible so the Company can attempt to resolve the claim internally. A complaint form is available in the Company's Employee Handbook, accessible via ADP.

All complaints will be promptly and thoroughly investigated by qualified personnel in a fair and impartial manner. The investigation will be documented and tracked, and all information disclosed during the course of the investigation will remain confidential, except as necessary to conduct the investigation and take any remedial action, and in accordance with applicable law. All employees and supervisors have a duty to cooperate in the investigation of alleged harassment or discrimination. In addition, failing to cooperate or deliberately providing false information during an investigation is grounds for disciplinary action, up to, and including, termination of employment. At the conclusion of its investigation, if the Company determines a violation of policy has occurred, including a determination that any supervisory or managerial personnel knowingly allowed misconduct under this policy to occur or persist, it will take effective remedial action commensurate with the severity of the offense. This action may include disciplinary action against the accused party, up to, and including, termination of employment. Steps will be taken,

as reasonable and necessary, to prevent any further violations of policy.

### **Additional Enforcement Information**

In addition to the Company's internal complaint procedure, employees should also be aware that the federal Equal Employment Opportunity Commission ("EEOC") and applicable state agencies (see state-specific contact information in **Attachment 1**) investigate and prosecute complaints of harassment, discrimination, and retaliation in employment. These agencies enforce protections granted under applicable federal, state, and local law, which may avail employees of remedies for violations thereof. Employees may contact these agencies as well as other applicable state agencies directly. Information about the EEOC complaint procedure also can be found on its website ([www.eeoc.gov](http://www.eeoc.gov)).

### **Retaliation**

Retaliation by any person, including, but not limited to, co-workers, managers, and third parties, for reporting any incidents of harassment or discrimination, or perceived harassment or discrimination, for making any complaints of harassment or discrimination, or participating in any investigation of incidents of harassment or discrimination, or perceived harassment or discrimination, is strictly prohibited. Any report of retaliation by one accused of harassment or discrimination, or by co-workers, supervisors, or managers, will also be promptly and thoroughly investigated. If a complaint of retaliation is substantiated, appropriate disciplinary action, up to, and including, termination of employment, will be taken.

## ATTACHMENT 1

### 50 States' Contact Information For Administering Employment Discrimination Charges

**All 50 States—Equal Employment Opportunity Commission (EEOC): (800) 669-4000 (English) OR  
(800) 669-6820 (TTY)**

Alabama Department Labor Human Resources Division: (334) 956-5835  
Alaska State Commission for Human Rights: (800) 478-4692  
Arizona Office of the Attorney General, Civil Rights Division: (877) 491-5742; (877) 491-5740  
Arkansas: No state administrative agency to accept discrimination charges  
California Department of Fair Employment and Housing: (800) 884-1684  
Colorado Civil Rights Division: (303) 894-2997; (800) 262-4845  
Connecticut Commission on Human Rights and Opportunities: (860) 541-3400  
Delaware Division of Human Relations: (877) 544-8626  
District of Columbia Office of Human Rights: (202) 727-4559  
Florida Commission on Human Relations: (850) 488-7082  
Georgia Commission on Equal Opportunity: (404) 651-6458; (800) 473-6736  
Hawaii Civil Rights Commission: (808) 586-8636  
Idaho Human Rights Commission: (208) 334-2873  
Illinois Department of Human Rights: (312) 814-6200  
Indiana Civil Rights Commission: (800) 628-2909  
Iowa Civil Rights Commission: (800) 457-4416  
Kansas Human Rights Commission: (785) 296-3206  
Kentucky Commission on Human Rights: (800) 292-5566  
Louisiana Commission on Human Rights: (225) 342-6969  
Maine Human Rights Commission: (207) 624-6290  
Maryland Commission on Civil Rights: (410) 767-8600  
Massachusetts Commission Against Discrimination: (617) 994-6000  
Michigan Department of Civil Rights: (313) 456-3700  
Minnesota Department of Human Rights: (800) 657-3704  
Mississippi: No state administrative agency to accept discrimination charges  
Missouri Commission on Human Rights: (877) 781-4236  
Montana Human Rights Bureau: (800) 542-0807  
Nebraska Equal Opportunity Commission: (800) 642-6112; (800) 382-7820  
Nevada Equal Rights Commission: (702) 486-7161; (775) 823-6690  
New Hampshire Commission for Human Rights: (603) 271-2767  
New Jersey Division on Civil Rights: (609) 441-3100; (856) 486-4080; (973) 648-2700; (609) 292-4605  
New Mexico Human Rights Bureau: (800) 566-9471  
New York State Division of Human Rights: (888) 392-3644  
North Carolina: No state administrative agency to accept discrimination charges  
North Dakota Department of Labor and Human Rights: (701) 328-2660  
Ohio Civil Rights Commission: (888) 278-7101  
Oklahoma Office of Civil Rights Enforcement: (405) 521-3921; (918) 581-2885  
Oregon Civil Rights Division: (971) 673-0764  
Pennsylvania Human Relations Commission: (717) 787-4410  
Rhode Island Commission for Human Rights: (401) 222-2661  
South Carolina Human Affairs Commission: (803) 737-7800  
South Dakota Division of Human Rights: (605) 773-3681  
Tennessee Human Rights Commission: (800) 251-3589  
Texas Workforce Commission—Civil Rights Division: (888) 452-4778  
Utah Antidiscrimination and Labor Division: (800) 222-1238  
Vermont Civil Rights Unit: (888) 745-9195  
Virginia Division on Human Rights: (804) 225-2292  
Washington State Human Rights Commission: (800) 233-3247  
West Virginia Human Rights Commission: (888) 676-5546  
Wisconsin Equal Rights Division: (608) 266-6860; (414) 227-4384  
Wyoming Labor Standards Division: (307) 777-7261