

BELONGING & ENGAGEMENT POLICY

Scope

We are committed to fostering a sense of belonging and engagement for our workforce across our entire employee population.

Purpose

To state our commitment to create an inclusive work environment in which every Paychex team member feels a sense of belonging and has the opportunity and support to realize their full potential.

We are a purpose-driven company. By focusing our collective efforts on creating a work environment that fosters a sense of Belonging and Engagement, we believe every Paychex team member can play a meaningful and essential role in delivering on our purpose: helping businesses succeed.

Definition

Belonging & Engagement is a strategy that creates an inclusive workplace where people feel seen, heard, secure, and developed. The strategy has four pillars:

1. How we Hire

- We will implement fair and unbiased recruitment practices to attract a qualified pool of candidates with varied experience, perspectives, and backgrounds.
- We will implement an inclusive community outreach, university relations, and national partnership strategy

2. How we Develop and Retain

- We will offer ongoing training and development opportunities for all employees.
- We will support career advancement for our employees through mentorship and sponsorship programs.

3. How we Connect

- We will promote a culture of respect, inclusion, and collaboration.
- We will celebrate belonging and engagement through events, culture shaping initiatives, and employee business resource groups that are open to everyone.

4. How we Measure

- We will regularly assess and measure employee engagement.
- We will hold leaders accountable for fostering an environment in which all employees feel welcome.

Policy Owner: Priti Sadler, Director, Belonging & Engagement

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