

Equal Employment Opportunity (EEO)

Revised February 20, 2015

The Company, as an Equal Employment Opportunity Employer, declares as a matter of policy that there shall be no discrimination or retaliation related to a discrimination claim among its entire body of employees based on race, sex, color, national origin, religion, disability, veteran status, age, sexual orientation, gender identity, marital status, genetic information or any prescribed protected status as defined by applicable local, state or federal laws. This policy is extended to every relationship between the Company and its employees, including but not limited to:

- Recruitment;
- Job Classification;
- Hiring;
- Compensation;
- Training;
- Benefits;
- Transfer or Promotion;
- Social or Recreational Programs;
- Discipline and/or Termination;
- Working Conditions; and
- Other Terms and Conditions.

RESPONSIBILITY

Employees

This Equal Employment Opportunity Policy shall be observed by all employees of CenterPoint Energy. It is the responsibility of each employee to conduct himself or herself in such a manner that the working environment is free of harassment and discrimination and it should be understood that there shall be no deviation from this explicitly expressed policy. It is the responsibility of each employee who feels that he is being harassed or discriminated against by an employee or by a non-employee to immediately discuss the situation with his or her supervisor, a non-involved supervisor, other representative of management, or the business unit Human Resources representative or corporate Human Resources.

Supervisor/Management

Supervision is accountable for the enforcement of this policy. Once a supervisor knows of the harassment or discriminatory behavior, it is the responsibility of the supervisor to notify the business unit Human Resources representative or corporate Human Resources. In addition, if a supervisor learns of harassment or discriminatory conduct being exhibited toward an employee by a non-employee in a situation involving the employee's job responsibilities, the supervisor must act promptly to put a stop to the conduct or remove the employee from the situation and report the incident to the business unit Human Resources Representative or corporate Human Resources.

Human Resources

Human Resources Corporate Diversity and Workforce Inclusion is responsible for ensuring that the various businesses are advised in a timely manner of legal and regulatory posting requirements related to personnel and employment matters.

Business/Functional Units

Business units are responsible for ensuring the legal and regulatory posting requirements communicated to them by Human Resources Corporate Diversity and Workforce Inclusion are posted in conspicuous places on Company premises where notices to employees and applicants for employment are customarily posted.

PROCEDURE

Any reported violations of EEO law or this policy will be investigated. Once a staff member of the business unit Human Resources or corporate Human Resources is alerted to the situation, a confidential interview and investigation will be conducted immediately. Any employee found to have engaged in harassment or discriminatory conduct is subject to immediate disciplinary action, up to and including termination of employment.

The Company will take all necessary steps to ensure that there are no acts of harassment or retaliation including intimidation, threat, coercion or discrimination against any individual for the purpose of interfering with the filing of a complaint, furnishing information, assisting or participating in any manner in an investigation, compliance review, hearing or any other activity related to the administration of any employment-related federal, state or local laws.

IMPORTANT POLICY NOTICE

Corporate policies may be terminated or changed by the Company at any time, and interpretation of these policies is solely within the discretion of the Company. All employees are governed by these policies unless there is a conflict between labor agreements or state or local law and these policies, in which case the labor agreement/state/local law governs. CenterPoint Energy business units may develop additional policies that address issues specific to their business needs. These policies may be more restrictive than those at the corporate level but they may not be more lenient.