UNITED STATES HARASSMENT POLICY

Prevention of Discrimination and Harassment in the Workplace
It is Noodles & Company's policy to maintain a work environment where team members are not subjected to discrimination, harassment, or retaliation. Each individual has the right to work in a professional atmosphere free from discrimination, including sexual harassment and harassment or discrimination based on race, color, sex, pregnancy (including childbirth and related medical conditions), age, religion, national origin, military, veteran or marital status, physical or mental disability, sexual orientation, genetic status (including characteristics and testing), or any other status protected by applicable federal, state, or local law.

DISCRIMINATION AND HARASSMENT, WHETHER VERBAL, PHYSICAL, OR ENVIRONMENTAL, ARE UNACCEPTABLE AND WILL NOT BE TOLERATED BY NOODLES & COMPANY

Types of Prohibited Harassment
Harassment is any verbal or physical conduct that denigrates or shows hostility or aversion towards an individual because of their race, color, sex, pregnancy (including childbirth and related medical conditions), age, religion, national origin, military, veteran or marital status, physical or mental disability, sexual orientation, genetic status (including characteristics and testing), or any other status protected by applicable law. It is our policy to prohibit behavior which:

- Has the purpose or effect of creating an intimidating, hostile, or offensive work environment
- Has the purpose or effect of unreasonably interfering with an individual's work performance
- Otherwise adversely affects an individual's employment opportunities

It is not always easy to define exactly what constitutes harassment based on race, color, sex, pregnancy (including childbirth and related medical conditions), age, religion, national origin, military, veteran or marital status, physical or mental disability, sexual orientation, genetic status (including characteristics and testing), or any other status protected by applicable law. Examples of behavior which violate this policy and may constitute harassing conduct include, but are not limited to:

- Epithets, slurs, quips, or negative stereotyping that relate to a protected status
- Offensive, threatening, intimidating, bullying or hostile acts or gestures that relate to a protected status
- Written or graphic material (including graffiti) that degrades or shows hostility or dislike toward an individual or group because of the individual's protected status and that is placed on walls, bulletin boards, or elsewhere on Noodles & Company's premises, accessed via the Internet, transmitted via email, sent as a text message, or otherwise circulated or displayed in the workplace
• Jokes, pranks or other forms of “humor” that are demeaning or hostile with regard to a protected status

• “Cursing” or use of other verbal/language that is vulgar or degrading to another and is based on a protective category

The behaviors described above are not only unacceptable in the workplace, but also in other work-related settings, such as business trips, or business-related "after hours" or other social events.

**Sexual Harassment**

Sexual harassment includes unwelcome or unwanted conduct of a sexual nature when:

• Submission to such conduct is made a term or condition of employment

• A team member’s submission to or rejection of this conduct affects decisions regarding hiring, evaluation, promotion, or other aspects of employment

• This conduct is so severe or pervasive that it unreasonably interferes with an individual’s employment or creates an intimidating, hostile, or offensive work environment

• Examples of behavior which violate this policy, which may constitute sexual harassment include, but are not limited to:
  • Coerced sexual acts
  • Express or implied demands for sexual favors in exchange for favorable reviews, assignments, promotions, continued employment, or promises of continued employment
  • Making or threatening reprisals after a negative response to sexual advances
  • Unwanted sexual advances to which a team member objects
  • Staring at, touching or assaulting an individual’s body or blocking movements
  • Verbal commentary about an individual’s body or sexuality
  • Repeated sexual jokes, language, epithets, comments, flirtations, advances, propositions or questions
  • Repeatedly asking a team member for a date after the team member has indicated that he or she is not interested
  • Verbal abuse including, but not limited to, suggestive, insulting, or obscene comments or gestures, or degrading words to describe an individual
  • The display in the workplace of graphic and sexually suggestive objects, pictures, graffiti, emails, websites, or posters
• Harassment consistently targeted at only one sex, even if the content of the verbal abuse is not sexual

• Transmission of sexually-offensive email or text messages

• Retaliation against a team member for complaining about the type of behavior described above

The type of behavior described above is unacceptable not only in the workplace, but also in other work-related settings, such as business trips, business-related "after hours", or other social events.

**Individuals Covered by this Policy**
This policy covers all Noodles & Company team members. Any type of discrimination or harassment, whether engaged in by fellow team members, supervisors, or by others with whom team members come into contact in the course of employment (e.g., vendors or guests), is contrary to this policy and will not be tolerated. You should report all incidents of perceived discrimination or harassment, regardless of who the offender may be to your manager or Human Resources Manager.

**Procedure for Submitting Complaints**
Noodles & Company encourages individuals who believe they are being discriminated against or harassed to promptly notify the alleged offender that their behavior is unwelcome. The team member should also discuss the matter with any manager they choose, including their manager, Area Manager, Human Resources Manager, or the Director of Human Resources.

Retaliation is a violation of our Harassment Policy and may be subject to discipline up to and including termination. Noodles & Company prohibits retaliation against any team member for filing in good faith a complaint under this policy or for assisting in a complaint investigation.

All allegations of discrimination or harassment will be investigated. Noodles & Company endeavors to maintain confidentiality throughout the investigation process to the extent practicable and appropriate under the circumstances. If Noodles & Company finds that discrimination or harassment, or any other violation of company policy occurred, the team member found to have engaged in such behavior will be subject to disciplinary action up to and including termination.
CANADA WORKPLACE PROGRAM REGARDING VIOLENCE AND HARASSMENT

The Occupational Health & Safety Act now requires employers to develop a workplace violence and harassment policy as well as a program to implement that policy. Under Noodles & Company’s Workplace Violence and Harassment Program, we will:

- **Assess the risks** of workplace violence.
- **Control the risks** of workplace violence identified in the assessment.
- **Provide information** to team members about workplace violence and harassment.
- **Provide a process to report, investigate and deal with complaints** of workplace violence and harassment.
- **Have a workplace policy** regarding workplace violence and harassment that is posted in a conspicuous location in the workplace.

The key points of each of these steps are discussed below.

**Assess the Risks of Workplace Violence**

We will conduct a workplace Assessment to identify risks associated with workplace violence.

The Assessment will take into account:

- a) circumstances that would be common to similar workplaces; and
- b) circumstances specific to the workplace.

We will reassess the risks of workplace violence as often as is necessary to ensure the program continues to protect workers from workplace violence.

**Control the risks identified in the assessment**

We will take steps to control the risks identified in the assessment as likely to expose a worker to physical injury. While the measures used to control these risks will be unique to each workplace, there will be some common items. For example, we will include measures and procedures for summoning immediate assistance when workplace violence occurs or is likely to occur. Other preventative measures to control the risks may include training and education as well as improvements to the workplace design, administrative practices and work practices.
Provide Information to team members about workplace violence and harassment

The Act mandates that an employer shall advise the committee or a health and safety representative, if any, of the results of the assessment, and provide a copy if the assessment is in writing; and if there is no committee or health and safety representative, advise the team members of the results of the assessment and, if the assessment is in writing, provide copies on request or advise the workers how to obtain copies.

We will also ensure that team members receive information and instruction that is appropriate for the worker on the contents of the policy and program with respect to workplace violence.

We provide information, including personal information, related to a risk of workplace violence from a person with a history of violent behaviour, if any of our team members can be expected to encounter that person in the course of his or her work and the risk of workplace violence is likely to expose the team member to physical injury.

Provide a process to report, investigate and deal with complaints of workplace violence and harassment.

Our workplace violence and harassment policy includes measures and procedures for team members to report incidents of workplace violence to the employer or supervisor. It also sets out how we will investigate and deal with incidents or complaints of workplace violence and harassment.

Workplace policy regarding workplace violence and harassment

Noodles & Company has prepared a policy with respect to workplace violence and harassment and will review it at least annually. The policy will be posted at a conspicuous place in the workplace.