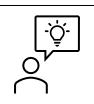


## Policy for Responsible Use of Artificial Intelligence

Exciting advancements in technology, including generative artificial intelligence (AI), provide us with an opportunity to better understand our businesses; efficiently operate our manufacturing floors; provide relevant products and services; and remain innovative in the marketplace. However, as the humans behind the machines, we are each responsible for using these tools in a responsible, ethical and legally compliant manner.

This Policy will assist you in using and interacting with AI responsibly.

- What you need to know:
- Do not input customer or employee data, sensitive information or confidential or proprietary Company information (e.g. formulas, specific pricing models, nonpublic market information or analytics, or Company information about specific employees, customers or business partners) into publicly available free versions of AI or other emerging information technology tools, including Google Translate, DALL-E 2 and ChatGPT. These tools are not designed to safeguard information and entering confidential, proprietary or protected information may result in unauthorized disclosure, data breaches and loss of intellectual property rights.
- Do not use generative AI as a primary source for research. Tools like ChatGPT are known to produce outdated, incorrect or inaccurate responses. Independently research any information obtained via a generative AI platform.
- Use paid business versions of AI or other information technology where available and as approved by your RPM group IT department, instead of free versions. Free personal versions of AI and other information technology take control of the data you feed them in exchange for the use and using them to conduct business is often a violation of the provider's terms and conditions.
- You can use free technology tools to brainstorm, inform on general topics, and for recreational purposes provided the use does not violate any Company policies and no specific, nonpublic Company information is used.
- If you have any questions, please reach out to <u>dataprotection@rpminc.com</u>.



## Remember:

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Entering information into free online tools makes it publicly available. If you shouldn't post it on the open web, don't put it into a free AI or information technology tool.

Any suspected violation of this Policy shall be reported to a supervisor or the Human Resources, Legal and/or Compliance departments. A suspected violation may also be reported via the internet with the Company's third-party vendor by using the <u>Hotline Online</u>. Any associate who violates this Policy or any applicable addendum to this Policy or who directs or who knowingly permits a subordinate to violate a Company policy or addendum may be subject to disciplinary action up to and including termination.