



Issued By:	VP, HSER
Approved By:	Chief Legal, Safety and Compliance Officer
Effective Date:	March 2, 2020

WORKPLACE VIOLENCE PREVENTION POLICY

PURPOSE/SCOPE

Crestwood Operations LLC (“Crestwood” or “Company”) recognizes its responsibility to employ reasonable measures to maintain a safe working environment, to prevent workplace violence, to protect and preserve property, and to cooperate with our employees and our customers to achieve these objectives. Accordingly, Crestwood has adopted this Workplace Violence Prevention Policy (“Policy”) and has put forth a **ZERO TOLERANCE** stance against Workplace Violence.

This Policy applies to all Covered Persons (as that term is defined below).

DEFINITIONS

The capitalized terms used in this Policy shall have the following meanings:

- “Company” or “Crestwood” shall mean Crestwood Operations LLC and all of its subsidiaries and affiliates.
- “Covered Persons” shall mean (i) all persons employed by Crestwood on a full-time, part-time, or temporary basis; and (ii) all lease or contract personnel performing work for Crestwood; and (iii) all employees of any customer, client, vendor, contractor, or visitor of Crestwood while they are visiting or working on Crestwood Property.
- “Crestwood Designated Representatives” shall mean both Crestwood’s Director of Security and at least one of the following additional individuals: (i) the direct manager or supervisor of the Covered Person reporting the applicable incident; (ii) any Crestwood Director of HSER; (iii) Crestwood’s Vice President of HSER; (iv) any Crestwood HR representative; or (v) Crestwood’s Chief Compliance Officer; provided, however, that in no event shall a Covered Employee be required under this Policy to notify any individual, whether identified as a Crestwood Designated Representative or otherwise, who is or was involved in the incident or incidents that are the subject of the Covered Person’s notification.
- “Crestwood Property” shall mean the buildings, offices, vessels, work sites and other property owned, leased (in whole or in part), controlled (in whole or in part) or managed by Crestwood.



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- “Crestwood Vehicles” shall mean motor vehicles, including trucks and vans, owned, leased or rented by Crestwood.
- “HR” shall mean Crestwood’s Human Resources Department.
- “HSER” shall mean Crestwood’s Health, Safety, Environmental, and Regulatory Department.
- “Policy” shall mean this Workplace Violence Prevention Policy.
- “Weapon(s)” shall mean any device or object designed or used to injure or kill another being, or a device or object designed to look like a weapon, including, without limitation, the following: (i) knives with blades 3 inches long or longer; (ii) firearms or similar devices or objects capable of firing a projectile, including without limitation air soft guns, BB/pellet guns, paintball guns, or any other type of pistol, rifle, shotgun, or replica or imitation firearms; (iii) bombs, explosives, fireworks, and any other incendiary devices or components of any incendiary devices; (iv) swords, martial arts weapons, hunting or fishing knives, crossbows or any archery equipment; (v) brass knuckles, slingshots, billy clubs, or slappers; or (vi) chemical weapons.

KEY RESPONSIBILITIES

All Covered Persons are responsible for understanding and complying with this Policy. To the extent any Covered Person has any question regarding Policy, such Covered Person should direct his or her inquiry to the Crestwood Designated Representatives.

All potential Crestwood Designated Representatives, including without limitation all Crestwood Managers, Directors, Vice Presidents, and Senior Vice Presidents, are responsible for understanding and complying with this Policy and for answering questions from employees regarding this Policy or obtaining answers to such questions from the Director of Security or the Vice President of HSER .

The Director of Security and the Vice President of HSER are responsible for administering this Policy consistently with respect to all Covered Persons and for answering questions regarding this Policy.

The Chief Compliance Officer is responsible for making final determinations with respect to enforcement of this Policy and for reviewing and approving any changes to this Policy.



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PROHIBITED CONDUCT

Weapons Prohibited. Except as set forth in the exceptions set forth below, Crestwood strictly prohibits all Covered Persons from possessing, storing or carrying a Weapon while on Crestwood Property. All Covered Persons are also highly discouraged from carrying Weapons at any Crestwood-sponsored events at other venues not considered Crestwood Property, such as restaurants, conference centers, or hotels.

Exceptions:

- a. Firearms in Locked Personal Vehicle. Covered Persons who park privately owned vehicles in Crestwood's designated parking areas may transport and store firearms in such private vehicles, provided that such firearm is kept in a locked, privately owned vehicle and either hidden from plain view or secured within a locked case or container within the vehicle, and further provided that the employee, contractor, subcontractor, or vendor complies with all applicable federal, state or local laws and regulations regarding the legal possession and transportation of said firearms.
- b. Law Enforcement Personnel. Law enforcement officers or licensed security personnel employed by or contracted by Crestwood are not prohibited from possessing, storing or carrying a Weapon while performing security- or law enforcement-related activities on or in Crestwood Property.
- c. Company Events. Unloaded firearms may be transported by a Covered Person in a Crestwood Vehicle only in the following circumstances: (i) attendance by such Covered Person at a Company sponsored event where firearms will be used in sporting events, (ii) attendance by such Covered Person at an event sponsored by another company or industry association where firearms will be used in sporting events; or (iii) attendance by such Covered Person at a Company-approved charity benefit where firearms will be used.
- d. Site Security/Employee Safety. With the prior written approval of the Director of Security or Vice President of HSER, a Covered Person may carry a firearm in a Crestwood Vehicle where such Covered Person's job duties require the same for work related safety issues (e.g., wild animal concerns). The Director of Security or Vice President of HSER, as applicable, shall consult



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with the Chief Compliance Officer prior to granting any such approvals hereunder. Any approvals granted hereunder shall be valid for a period of time deemed reasonable under the circumstances as determined by the Director of Security or Vice President of HSER, as applicable, and as specified in the approval, which such period shall not exceed one month.

Workplace Violence Prohibited. All Covered Persons are hereby directed to treat all individuals, including employees, contractors, vendors, customers, visitors and members of the public with courtesy and respect at all times. All Covered Persons are strictly prohibited from engaging in acts or threats of violence, including any act or threat of physical harm to any other person, whether grabbing, pushing, hitting, bullying, brandishing weapons, or threatening or talking of engaging in such violence or threats of violence. Crestwood also prohibits Covered Persons from engaging in “horseplay” or other reckless conduct that may be dangerous to others, *even if* the Covered Person engaging in such conduct does not intend harm to others. This Policy prohibits such conduct by any Covered Person on Crestwood Property or while engaged in Crestwood business.

Harassment Prohibited. The prohibition against workplace violence set forth in this Policy expressly includes all acts of harassment, including but not limited to harassment that is based on an individual’s sex, race, age, color, national origin, religion, disability, or any characteristic protected by federal, state, or local law. For additional information about behavior deemed by Crestwood to constitute harassment, please refer to Crestwood’s Harassment, Discrimination, and Anti-Bullying Policy.

Any Covered Person engaging in conduct that violates this Policy is subject to disciplinary action, up to and including termination.

WORKPLACE SEARCHES/INSPECTIONS

Crestwood respects the individual privacy of its employees with respect to non-work activities. However, employee privacy does not relate to work-related conduct or to the use of Crestwood’s resources. As Covered Persons under this Policy, Crestwood employees should understand that Crestwood reserves the right to inspect personal items of employees, such as pockets, packages, bags, briefcases, lunchboxes, purses, toolboxes or other belongings or items that are brought onto Crestwood Property at any time for any legal purpose, including but not limited to facilitating enforcement of this Policy. Similarly, **ALL** Crestwood property assigned to employees, including, but not limited to, company-owned motor vehicles, lockers,



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offices, desks, computers (including Crestwood email, servers, external data storage devices, and all other electronic communication systems), mobile phones, and living quarters, are subject to inspection at any time and for any legal purpose, including but not limited to facilitating enforcement of this policy. By entering or being present at a Crestwood Property, all Covered Persons are deemed to have consented to such searches.

Any Covered Person who refuses to submit to a search will be considered insubordinate and will be subject to disciplinary action up to and including immediate termination, as appropriate. Crestwood, or its authorized agents, reserves the right to confiscate any Weapons found during these inspections and, where appropriate, will deliver confiscated Weapons to law enforcement authorities. The Crestwood representative or authorized agent confiscating a Weapon or other prohibited item(s) will make an immediate notification to the Crestwood Designated Representatives.

EMPLOYEE REPORTING AND INVESTIGATION OF REPORTS

Any violation of this policy by or against a Crestwood employee, contractor, sub-contractor, vendor, customer, or visitor **MUST** be reported by a Covered Person with knowledge of such violation as soon as possible to the Crestwood Designated Representatives.

All acts or threats of violence, both direct and indirect, other aggressive behavior, and situations with the potential to result in aggressive behavior or violence, **MUST** be reported as soon as possible to the Crestwood Designated Representatives. This includes threats by current Crestwood employees, as well as threats by former Crestwood employees, contractors, customers, vendors, visitors, or other members of the public.

All suspicious individuals or activities observed on Crestwood Property need to be reported as soon as possible to the Crestwood Designated Representatives.

Crestwood strongly encourages employees to bring disputes or differences with other employees to the attention of the Crestwood Designated Representatives before the situation escalates into potential violence. Crestwood is eager to assist in the resolution of employee disputes, and will not discipline employees for seeking the Company's assistance with a non-violent resolution of an employee dispute or difference.

Supervisors in all ranks at Crestwood who become aware of threats or actual incidents of violence, both direct and indirect, are responsible and accountable for immediately notifying the Crestwood Designated



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Representatives in order that an investigation may be conducted in a timely and confidential manner. Crestwood supervisors in all ranks that are made aware of threats of (or incidents of actual) violence, both direct and indirect, and fail to report it in a timely manner to the Crestwood Designated Representatives will be subject to disciplinary action, up to and including termination.

When reporting a threat or incidence of violence, Covered Persons should be as specific and detailed as possible. Reports made pursuant to this Policy, including the identity of the person making the report, will be held in confidence as much as is practical. Crestwood will promptly and appropriately investigate all reports of threats of (or actual incidents of) violence and of suspicious individuals or activities. In order to maintain workplace safety and the integrity of its investigation, Crestwood may suspend employees, either with or without pay, pending investigation.

Nothing in this Policy alters any reporting obligations established in other Crestwood policies or by state, federal or other applicable law.

AVENUES TO REPORT WORKPLACE VIOLENCE:

- Any rank or group Crestwood Supervisor
- Any HR Representative
- Any HSER Supervisor
- Director of Security
- SecurityConcerns@crestwoodlp.com
- Chief Compliance Officer
- Compliance@crestwoodlp.com
- Anonymous Online Reporting – crestwoodlp.alertline.com
- 911

MISCELLANEOUS PROVISIONS

Leased Employees and Contractors

Lease or contract personnel performing work for Crestwood, on or off Crestwood Property, found in violation of this Policy will be subject to removal from Crestwood Property or other work sites.

Furthermore, violation of this Policy by outside contractor employees may cause the cancellation of the contract between Crestwood and the contractor.



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Non-Employees

Non-employees, including visitors, vendors, temporaries, and/or candidates for employment, found to be in violation of this Policy will be subject to removal from Crestwood Property.

Employee Assistance Program

Crestwood provides its employees with an employee assistance program (EAP) to assist employees and their eligible dependents with various issues, including those that can often lead to violent or unsafe behavior. Employees are encouraged to use the EAP when a feeling of need for guidance in coping with life's difficulties arises. The EAP is a confidential service to be used when you need help. It is an important part of Crestwood's commitment to maintain a violence-free workplace. Further information on the EAP is available by contacting 1-800-854-1446 or a Crestwood HR Representative.

"IF YOU  SOMETHING, SAY SOMETHING"

