

Exhibit 1

Docket 7
OZAH Case No: HR 25-01

Discrimination & Harassment Prevention Policy

Updated: October 31, 2018

We believe in fostering a workplace culture and customer experience where everyone is and feels included. We respect the dignity of every individual and value their unique skills. Having a workforce of associates from diverse backgrounds makes us a better company. Respectful and professional conduct furthers our mission, promotes productivity, minimizes disputes and enhances our reputation in the communities where we work.

State Specific

California

New York

All associates, customers, members, or other individuals with whom we have contact in the course of our business should be treated fairly and respectfully without regard to their personal appearance, beliefs, culture, affiliations, or any other characteristics, as long as their conduct does not interfere with the legitimate interests of Walmart or other individuals.

We are also committed to providing an environment that is free of discrimination or harassment based on an *individual's status*.

Individual's status means an individual's race, color, ancestry, ethnicity, religion, sex, pregnancy, national origin, age, disability, marital status, veteran status, sexual orientation, gender identity or expression, genetic information or any other legally protected status. Individual's status also includes an individual's marriage to or association with someone with any status listed above.

We will not tolerate any form of discrimination or harassment in any aspect of our business. This means that we strictly prohibit any discrimination or harassment, as described within this policy, by or directed at:

- an associate
- job applicant
- customer
- member
- supplier
- or person working on behalf of Walmart.

This policy applies to all associates who work for Walmart Stores, Inc., or one of its subsidiary companies, in the United States (Walmart).

Managers and supervisors should use the Discrimination and Harassment Prevention Management Guidelines

Reporting Procedures
Investigation and appropriate action
Confidentiality

Prohibited conduct

Discrimination

We prohibit any discriminatory action based on an individual's status in all aspects of our business.

For purposes of this policy, Discriminatory action includes, but is not limited to

- firing,

- refusing to hire,
- denying training,
- failing to promote or
- discriminating in pay or other terms, conditions or privileges of employment based on an individual's status.

It also includes encouraging or assisting anyone to take discriminatory actions.

We prohibit associates from designing, implementing or executing a business process in any manner that discriminates against, singles out or subjects to heightened scrutiny a person based on an individual's status.

For the purposes of this policy, a business process includes, but is not limited to

- sales and purchase of goods and services
- customer service;
- verification or acceptance of any form of payment, including checks, money orders and credit cards; acceptance of shopping cards, gift cards, gift certificates and coupons;
- refunds, returns and/or exchanges of merchandise;
- surveillance, investigation or detention of suspected shoplifters, and
- use of Electronic Article Surveillance.

Harassment

We prohibit any form of harassment based on an individual's protected status in all aspects of our business. This includes, but is not limited to:

- Pressure for sexual activity, including offering employment benefits in exchange for sexual favors or denying employment benefits in response to a refusal to provide sexual favors
- Repeated unwanted sexual flirtations, advances, or propositions;
- Using slurs or negative stereotyping;
- Verbal kidding, teasing, joking or making offensive comments about an individual's status, appearance, or sexual activity;
- Leering or making offensive gestures;
- Circulating or displaying offensive pictures, cartoons, posters, letters, notes, e-mails, social media, text messages, invitations, or other materials;
- Using company e-mail or Internet resources to receive, view, or send offensive jokes, pictures, posters, or other similar materials;
- Intimidating acts, such as bullying or threatening based on an individual's status;
- Offensive physical contact such as patting, grabbing, pinching, or intentionally brushing against another's body;
- Physical touching or assault, as well as impeding or blocking movements;
- Any other conduct that shows hostility toward, disrespect for or degradation of an individual based on the individual's status.

Harassing conduct, such as that listed above, is prohibited regardless of whether it is welcome or unwelcome and regardless of whether the individuals involved are of the same or are of a different sex, sexual orientation, race, or other status.

Retaliation

We prohibit taking negative action against any individual for reporting conduct that violates this policy, cooperating in an investigation, opposing discrimination or harassment, or filing or assisting another individual in filing a complaint of discrimination or harassment with a government agency

or court.

Reporting procedures

We are committed to preventing discrimination and harassment in all aspects of our business and will take all reasonable measures to prevent it. However, if we are not aware that discrimination or harassment is taking place, we cannot address the situation.

If you experience, observe or become aware of any conduct that may violate this policy, you should immediately report the violation to any salaried member of management or confidentially and/or anonymously to the Global Ethics Office, email: ethics@walmart.com or phone: 1-800-WMETHIC (1-800-963-8442). If you believe a salaried member of management may be violating this policy, you do not have to report the violation to that person. You may report the possible violation to another salaried member of management or call/email the Global Ethics Office.

Managers

If you observe, receive a report or otherwise become aware of a possible violation of this policy, you must immediately report such conduct to the appropriate level of management for investigation. A salaried member of management who fails to report a violation of this policy may be subject to disciplinary action, up to and including termination.

Appropriate level of management includes, but is not limited to, facility management, Human Resources or Global Ethics.

We will take appropriate steps to ensure there is no retaliation of any kind for using the reporting procedures described in this policy. Retaliation of any kind for using the reporting procedures is strictly forbidden and violates this policy.

Investigation and appropriate action

We take all reported violations of this policy seriously, and we will promptly and thoroughly investigate all allegations in accordance with the procedures set forth in the management guidelines.

In order to conduct a prompt and thorough investigation, we ask that you cooperate and tell the truth to the individual who investigates your report. If you do not cooperate or you fail to tell the truth, we will be unable to conduct a proper investigation or take prompt remedial action. Any associate who refuses to cooperate in an investigation or fails to tell the truth during an investigation may be subject to disciplinary action up to and including termination.

We will take appropriate action to eliminate conduct that violates this policy and are committed to ensuring that there is no recurrence of such conduct. We may put reasonable interim measures in place during an investigation of a reported policy violation including, but not limited to, suspension or transfer of the associate who reportedly violated this policy. Suspensions are unpaid; however you may use PTO in accordance with the applicable PTO Policy for scheduled hours during your suspension. If you are suspended and the allegations against you are not substantiated, you will be returned to work and paid for all scheduled hours missed while suspended and applicable PTO used during that time will be reinstated.

We will take further appropriate action once the reported violation has been thoroughly investigated. If an investigation reveals that an associate has violated this policy (or any other policy), that associate will be subject to disciplinary action up to and including termination and any other appropriate corrective action.

Confidentiality

Walmart will make every reasonable effort to maintain the confidentiality of all parties involved in any investigation. We will disclose information to only those having a need to know in order to facilitate the investigation or resolution.

For more information

If you have questions or need further guidance, please contact

- your HR representative
- Ethics Office using one of these methods:
 - www.walmartethics.com and select "Report a Concern"
 - Access True North on the WIRE and select "Report a Concern"
 - Email: ethics@walmart.com
 - 1-800-WMETHIC (1-800-963-8442)

This information does not create an express or implied contract of employment or any other contractual commitment. Walmart may modify this information at its sole discretion without notice, at any time, consistent with applicable law. Employment with Walmart is on an at-will basis, which means that either Walmart or the associate is free to terminate the employment relationship at any time for any or no reason, consistent with applicable law.

Last Modified: October 31, 2018

Exhibit 2

Walmart National Accommodation in Employment - (Medical-Related) Policy

Effective: July 16, 2018

At Walmart, every associate and job applicant has full access to equal employment opportunities. We will provide associates who have a disability with reasonable accommodations to enable them to perform the essential functions of their jobs, seek new jobs within Walmart, and enjoy the benefits of employment. Walmart will also provide reasonable accommodations during the hiring process to job applicants with a disability.

If you need assistance to perform essential functions of your job due to a medical condition, you may be eligible for a job adjustment (JA) under this policy, whether or not the condition is a disability. You may also be eligible for a leave of absence or a transfer to another open position.

This policy applies to all associates who work for Walmart, Inc., or one of its subsidiary companies, in the United States (Walmart), except for associates who work in the following states (Click on the individual state for the policy applicable in that state).

This Accommodation in Employment (Medical-Related) Policy is in effect only for associates in designated facilities/business units participating in Walmart's Accommodation Service Center (ASC) telephone intake program. The policy is applicable to all associates employed in the designated facilities/business units and replaces the national Accommodation in Employment (Medical-Related) Policy.

Managers and supervisors should use the appropriate supplemental management guidelines.

Accommodation in Employment (Medical-Related) Management Guidelines - Walmart, Sam's Club and Neighborhood Market

Accommodation in Employment (Medical-Related) Management Guidelines - Supply Chain

Accommodation in Employment (Medical-Related) Management Guidelines - eCommerce

Accommodation in Employment (Medical-Related) Management Guidelines - Home Office

State Specific Policies

California	New Jersey
Connecticut	New Mexico
	New York
Illinois	Oregon
Iowa	Washington
Louisiana	West Virginia
Maine	Wisconsin
Maryland	
Massachusetts	
Minnesota	

Accommodation process

Confidentiality

Retaliation and discrimination

Investigation and appropriate action

Eligibility guidelines

Eligibility for a job adjustment due to a medical condition

You may be eligible for a job adjustment if you are qualified for the job you hold but, because of a medical condition, you need assistance to perform the essential functions of your job.

Job adjustment means a change in practices or the work environment which is both easily achievable and which will have no negative impact on the business. This type of accommodation does not include creating a job, removing or reducing an essential function of your job, transferring a portion of a job to another associate, light duty or temporary alternative duty, or reassignment.

A medical condition means a mental or physical impairment, or a limitation due to pregnancy, childbirth, breastfeeding or a related condition.

Eligibility for a reasonable accommodation due to a disability

You may be eligible for a reasonable accommodation if you have the skills, ability, knowledge, certification and experience necessary and can perform the essential functions, either with or without reasonable accommodation for the job you hold or a job you seek but, because of a disability, you need assistance to apply for a new job, or to perform the essential functions of a job.

Disability means a physical or mental impairment that substantially limits one or more major life activities. It also includes a temporary disability caused by pregnancy, childbirth, breastfeeding, or a related condition.

Reasonable accommodation means a change in policy, practices, or the environment which enable an associate with a disability to perform the essential functions of his/her job without creating an undue hardship for the company.

Reasonable accommodations can include:

- Making existing facilities more accessible;

- Providing assistive devices or modifying equipment;
- Changing non-essential job functions;
- Providing part-time or modified work schedules;
- Providing readers or interpreters;
- Permitting the use of accrued paid leave and
- Providing unpaid leave or reassignment to an open vacant position.

If, due to pregnancy, childbirth, breastfeeding, or a related condition, you are unable to perform the essential functions of your job with another reasonable accommodation, you may be eligible for Temporary Alternative Duty (TAD).

Reasonable accommodations do not include:

- Reassignment to a job that is not vacant;
- Creating a new job;
- Eliminating essential functions of a job or transferring an essential function to another associate;
- Providing assistive devices needed outside of the workplace (such as eyeglasses or hearing aids) or
- Providing an accommodation that is excessively costly, disruptive, or would alter the nature or operation of the business, which would be deemed as an undue hardship.

In some circumstances, the reasonable accommodation may include reassignment to a vacant job for which you are qualified. However, this option will occur only if there is no effective reasonable accommodation in your current job or when an accommodation in your current job would create an undue hardship. While Walmart will attempt to reassign you to an open, vacant job with comparable hours, pay, and other benefits of employment, an offer may also be made to a lower level position. Upon reassignment to either a lateral position or lower level position, you will be paid according to the reassigned job.

Accommodation process

Requesting a job adjustment or reasonable accommodation due to a medical condition or disability

You may request a job adjustment or reasonable accommodation, at any time by telling any salaried member of management in your facility or an HR representative that, because of your condition, you need help to do your job or gain access to your workplace. A family member, friend, job coach or health care professional may request such a change on your behalf.

You also may request a job adjustment or a reasonable accommodation if you need assistance applying for a new job, completing an assessment for a new job or to gain access to any other benefit of employment.

If you have contact with an applicant for a job at Walmart who makes a request for an accommodation, you must inform a salaried member of management immediately.

Certain job adjustments can be approved by facility management. Your facility management team will first consider whether your request can be approved as a job adjustment. If your facility management is unable to grant your request for a job adjustment or if your accommodation needs cannot be met by an available job adjustment, you should make a formal request for accommodation from Walmart's Accommodation Service Center (ASC) by calling 1-855-489-1600. A family member, friend, job coach, health care professional, or member of management may also request a reasonable accommodation on your behalf.

After you request an accommodation based on a medical condition, we will provide you with a packet containing information helpful to you. The packet will include a Medical Questionnaire form that we may need your health care provider to complete in order to provide us with information needed to properly respond to your request. As soon as we receive the information we need, we will begin working with you to determine whether or not you are eligible for a job adjustment due to your medical condition. If a job adjustment is not granted, we will continue to work with you to determine whether you are eligible for a reasonable accommodation due to a disability. If you are a qualified individual with a disability, we will determine whether there is a reasonable accommodation that will be effective to meet your individual needs. It is important that you engage in an interactive process and provide us information that will assist in understanding your abilities. Walmart welcomes your accommodation suggestions.

The accommodation process is voluntary, and you may withdraw a request for accommodation at any time. However, if you have medical restrictions, we may need to evaluate whether those restrictions will allow you to perform the essential functions of your job, either with or without reasonable accommodation.

Medical documentation

When you request an accommodation, we may request that you provide medical documentation regarding your condition in order to assist us in evaluating your request. When requested, you must provide medical documentation from a health care professional explaining the nature of your medical condition, the extent of any limitations you have, and whether a reasonable accommodation will enable you to perform the essential functions of your job. If you do not

provide appropriate or adequate information within 20 days of your request, or you do not cooperate in our efforts to obtain such information, we may administratively close your request for accommodation. You are free to re-apply for a reasonable accommodation at any time.

Determinations

In some cases, you may be granted a job adjustment to accommodate your request for accommodation (based on a medical condition). In other cases, your request may be evaluated as a request for accommodation (due to a disability). After you provide all relevant information, your request will be promptly evaluated and a determination will be made. You will be provided with a copy of a Determination Letter.

Requests for Reconsideration

If the specific accommodation (due to disability) you requested is not approved, you may request reconsideration of the determination within 30 days of your receipt of the Determination Letter. You may request reconsideration by either calling 1-855-489-1600 or completing a Request for Reconsideration Form, which will be included with the Determination Letter. If you elect to complete the form, you should fax your completed Request for Reconsideration Form, with any new or additional medical or other information, to the Accommodation Service Center (ASC) at 1-859-280-3264. ASC will decide your Request for Reconsideration within five business days of receiving your request and all relevant information. You will be provided a copy of final determination. You may request reconsideration of a final determination by submitting new or additional medical information that is relevant to your request.

Confidentiality

Walmart will make every reasonable effort to maintain the confidentiality of all information related to your request for a reasonable accommodation, including your medical information. Walmart will disclose medical information to only those who have a need to know in order to resolve your accommodation request.

Retaliation and discrimination

We strictly prohibit discrimination or harassment against any associate, job applicant, customer, member, supplier or person working on behalf of Walmart on the basis of a disability, a perceived disability, a record of having a disability or a known close relationship with an individual who has a disability.

Walmart prohibits taking negative action against any associate or job applicant for requesting an accommodation, reporting conduct that may violate this policy, filing a complaint of discrimination or retaliation with a government agency or court, assisting another individual in reporting conduct that may violate this policy, assisting another individual in filing a complaint of discrimination or retaliation with a government agency or court, cooperating in an investigation or opposing discrimination or retaliation.

Reporting discrimination or retaliation

We are committed to preventing discrimination or retaliation in all aspects of our business. We will take all reasonable measures to prevent discrimination or retaliation. However, if we are not aware that discrimination or retaliation is taking place, we cannot address the situation. If you experience conduct that may violate this policy or if you observe or become aware of any conduct that may violate this policy by being discriminatory or retaliatory, you should immediately report the violation to any salaried member of management or confidentially and anonymously to the Global Ethics Office, 1-800 WMETHIC (1-800-963-8442). Managers, who observe, receive a report or otherwise become aware of a possible violation of this policy must immediately report such conduct to the appropriate level of management for investigation. A salaried member of management who fails to report a violation of this policy may be subject to disciplinary action, up to and including termination.

Appropriate level of management includes, but is not limited to, the Field Logistics Human Resources Manager, Employment Advisor, Market Human Resources Manager, Regional Human Resources Manager, People Director or HR Business Partner.

We will take appropriate steps to ensure that there is no retaliation of any kind for using the reporting procedures described in this policy. Retaliation of any kind for using the reporting procedures is strictly forbidden and violates this policy.

Investigation and appropriate action

We will take any reported violation of this policy seriously, and we will promptly and thoroughly investigate any report of a possible violation in accordance with the procedures set forth in the management guidelines.

You must cooperate with and tell the truth to the individual who investigates your report. If you do not cooperate or you fail to tell the truth, we will be unable to conduct a proper investigation or take prompt remedial action. Any associate who refuses to cooperate in an investigation or fails to tell the truth during an investigation may be subject to disciplinary action, up to and including termination.

We will take appropriate action to eliminate conduct that violates this policy and to ensure that there is no recurrence of such conduct. We may put reasonable interim measures in place during an investigation of a reported policy

violation including, but not limited to, suspension or transfer of the associate who reportedly violated this policy.

We will take further appropriate action once the reported violation has been thoroughly investigated. If an investigation reveals that an associate has violated this policy (or any other policy), that associate will be subject to disciplinary action up to and including termination and any other appropriate corrective action.

For more information

If you have questions or need further guidance, please contact your HR representative.

This information does not create an express or implied contract of employment or any other contractual commitment. Walmart may modify this information at its sole discretion without notice, at any time, consistent with applicable law. Employment with Walmart is on an at-will basis, which means that either Walmart or the associate is free to terminate the employment relationship at any time for any or no reason, consistent with applicable law.

Last Modified: July 16, 2018

Exhibit 3

FIRST	LAST	ACTIVITY	TYPE	SCORE	STATUS	START Day & Time	END Day & Time
WOLANYO	BANSAH	Advanced Hazardous Waste	Versional	100	completed	Jun 13 2019 4:35AM	Jun 18 2019 9:50AM
WOLANYO	BANSAH	Environmental Awareness -Obsolete	Versional	90	completed	Mar 17 2017 11:55PM	Mar 18 2017 1:17AM
WOLANYO	BANSAH	Safety For Hourly (Annual)	Versional	90	completed	Jul 10 2018 3:18AM	Mar 18 2019 9:22AM
WOLANYO	BANSAH	Fire Safety (Annual)	Versional	80	completed	Mar 4 2019 10:08AM	Mar 9 2019 4:11AM
WOLANYO	BANSAH	Basic Food Safety High Five	Versional	80	completed	Mar 17 2017 7:56PM	Mar 17 2017 9:37PM
WOLANYO	BANSAH	Spill Cleanup 2	Versional	80	completed	Mar 20 2017 5:11PM	Mar 20 2017 6:06PM
WOLANYO	BANSAH	Hazard Communications	Versional	100	completed	Mar 16 2017 3:39PM	Mar 20 2017 8:31PM
WOLANYO	BANSAH	W2SC - Sams Culture	Versional	100	completed	Jul 10 2018 6:06AM	Jul 10 2018 6:14AM
WOLANYO	BANSAH	W2SC - Sams Culture (1.0)	Course	100	completed	Jul 10 2018 6:06AM	Jul 10 2018 6:14AM
WOLANYO	BANSAH	W2SC - One Club One Member	Versional		completed	Mar 20 2018 2:46AM	Jul 10 2018 6:03AM
WOLANYO	BANSAH	Baler and Compactor Safety (New Hires)	Versional	100	completed	Mar 20 2017 2:14PM	Mar 20 2017 7:34PM
WOLANYO	BANSAH	Sams Club The Member Must Win (1.1)	Course		completed	Mar 20 2017 3:39PM	Mar 20 2017 4:05PM
WOLANYO	BANSAH	Acknowledgement: Register Basics - Sam's	Versional		completed	Jun 21 2019 9:48AM	Jun 21 2019 9:48AM
WOLANYO	BANSAH	Acknowledgement: Jewelry Advanced - Sam's	Versional		completed	Jun 21 2019 9:44AM	Jun 21 2019 9:45AM
WOLANYO	BANSAH	Upskill Jewelry Advanced Assessment	Versional	42	completed	Jul 9 2019 7:18PM	Jul 9 2019 8:45PM
WOLANYO	BANSAH	Sams Club CIM Overview	Versional	100	completed	Mar 17 2017 9:40PM	Mar 17 2017 9:48PM
WOLANYO	BANSAH	A Safer Workplace: Hourly (Annual)	Versional		completed	Mar 20 2017 1:39PM	Mar 20 2017 2:02PM
WOLANYO	BANSAH	A Safer Workplace: Hourly (Annual)	Versional		completed	Mar 4 2019 10:11AM	Mar 4 2019 10:42AM
WOLANYO	BANSAH	Forklift Procedures I - Sams (1.0)	Course		completed	Jul 10 2018 5:42AM	Dec 29 2018 3:17AM
WOLANYO	BANSAH	Forklift Procedures I - Sams (1.0)	Course		completed	Mar 20 2017 8:38PM	Mar 23 2017 1:40AM
WOLANYO	BANSAH	Forklift Procedures II - Sams (1.0)	Course		completed	Jul 10 2018 5:25AM	Mar 11 2019 9:30AM
WOLANYO	BANSAH	Forklift Procedures II - Sams (1.0)	Course		completed	Mar 21 2017 5:24PM	Mar 23 2017 2:07AM
WOLANYO	BANSAH	Forklift Certification - Sams (1.2)	Course	100	completed	Mar 21 2017 1:37PM	Mar 21 2017 6:37PM
WOLANYO	BANSAH	Forklift Certification - Sams (1.2)	Course	100	completed	Mar 20 2018 1:47AM	Apr 10 2018 5:02AM
WOLANYO	BANSAH	Advanced Hazardous Waste (1.7)	Course	100	completed	Jun 13 2019 4:35AM	Jun 18 2019 9:50AM
WOLANYO	BANSAH	Hazardous Waste 2	Objective	100	completed	Jun 13 2019 4:35AM	Jun 18 2019 9:50AM
WOLANYO	BANSAH	Environmental Awareness (1.4)	Course	90	completed	Mar 17 2017 11:55PM	Mar 18 2017 1:17AM
WOLANYO	BANSAH	Safety 1	Objective	90	completed	Jul 10 2018 3:18AM	Mar 18 2019 9:22AM
WOLANYO	BANSAH	Safety for Hourly (Annual) (2.2)	Course	90	completed	Jul 10 2018 3:18AM	Mar 18 2019 9:22AM
WOLANYO	BANSAH	Fire Safety (Annual) (1.9)	Course	80	completed	Mar 4 2019 10:08AM	Mar 9 2019 4:11AM
WOLANYO	BANSAH	Safety 2	Objective	80	completed	Mar 4 2019 10:08AM	Mar 9 2019 4:11AM
WOLANYO	BANSAH	Spill Cleanup 1 (1.3)	Course	100	completed	Mar 20 2017 5:09PM	Mar 20 2017 9:47PM
WOLANYO	BANSAH	Hazardous Waste 1 (1.4)	Course	80	completed	Mar 20 2017 4:06PM	Mar 20 2017 5:05PM
WOLANYO	BANSAH	Basic Food Safety High Five (1.6)	Course	80	completed	Mar 17 2017 7:56PM	Mar 17 2017 9:37PM
WOLANYO	BANSAH	Spill Cleanup 2 (1.4)	Course	80	completed	Mar 20 2017 5:11PM	Mar 20 2017 6:06PM
WOLANYO	BANSAH	Spill Cleanup 2	Objective	80	completed	Mar 20 2017 5:11PM	Mar 20 2017 6:06PM
WOLANYO	BANSAH	Hazard Communications (1.6)	Course	100	completed	Mar 16 2017 3:39PM	Mar 20 2017 8:31PM
WOLANYO	BANSAH	Hazard Communications	Objective	100	completed	Mar 16 2017 3:39PM	Mar 20 2017 8:31PM
WOLANYO	BANSAH	W2SC - One Club One Member (1.0)	Course		completed	Mar 20 2018 2:46AM	Jul 10 2018 6:03AM
WOLANYO	BANSAH	Baler and Compactor Safety (New Hires) (1.8)	Course	100	completed	Mar 20 2017 2:14PM	Mar 20 2017 7:34PM

WOLANYO	BANSAH	Sams Club The Member Must Win	Versional		completed	Mar 20 2017 3:39PM	Mar 20 2017 4:05PM
WOLANYO	BANSAH	Sams Attendance	Versional		completed	Mar 18 2019 8:16AM	Mar 18 2019 8:25AM
WOLANYO	BANSAH	Sams Attendance (1.0)	Course		completed	Mar 18 2019 8:16AM	Mar 18 2019 8:25AM
WOLANYO	BANSAH	Sams Club CIM Overview (1.4)	Course	100	completed	Mar 17 2017 9:40PM	Mar 17 2017 9:48PM
WOLANYO	BANSAH	Forklift Procedures I - Sams	Versional		completed	Jul 10 2018 5:42AM	Dec 29 2018 3:17AM
WOLANYO	BANSAH	Forklift Procedures I - Sams	Versional		completed	Mar 20 2017 8:38PM	Mar 23 2017 1:40AM
WOLANYO	BANSAH	Forklift Procedures II - Sams	Versional		completed	Jul 10 2018 5:25AM	Mar 11 2019 9:30AM
WOLANYO	BANSAH	Forklift Procedures II - Sams	Versional		completed	Mar 21 2017 5:24PM	Mar 23 2017 2:07AM
WOLANYO	BANSAH	Forklift Certification - Sams	Versional	100	completed	Mar 21 2017 1:37PM	Mar 21 2017 6:37PM
WOLANYO	BANSAH	Forklift Certification - Sams	Versional	100	completed	Mar 20 2018 1:47AM	Apr 10 2018 5:02AM
WOLANYO	BANSAH	A Safer Workplace: Hourly (Annual) (1.2)	Course		completed	Mar 20 2017 1:39PM	Mar 20 2017 2:02PM
WOLANYO	BANSAH	A Safer Workplace: Hourly (Annual) (1.3)	Course		completed	Mar 4 2019 10:11AM	Mar 4 2019 10:42AM
WOLANYO	BANSAH	Ethics Privacy Information Security & Records	Versional		completed	Mar 3 2019 11:02AM	Mar 4 2019 10:06AM
WOLANYO	BANSAH	Ethics Privacy Information Security & Records (1.3)	Course		completed	Mar 3 2019 11:02AM	Mar 4 2019 10:06AM
WOLANYO	BANSAH	Statement of Ethics - English (New Hire)	Versional		completed	Mar 17 2017 9:49PM	Mar 17 2017 10:29PM
WOLANYO	BANSAH	Statement of Ethics - English (New Hire) (2.0)	Course		completed	Mar 17 2017 9:49PM	Mar 17 2017 10:29PM
WOLANYO	BANSAH	Sams Active Shooter	Versional		completed	Mar 4 2019 11:19AM	Mar 11 2019 9:21AM
WOLANYO	BANSAH	Sams Active Shooter (1.0)	Course		completed	Mar 4 2019 11:19AM	Mar 11 2019 9:21AM
WOLANYO	BANSAH	Prepaid Limit SOP Acknowledgement - Sam's	Versional		completed	Jun 21 2019 9:40AM	Jun 21 2019 9:43AM
WOLANYO	BANSAH	Workplace Respect Hourly	Versional	80	completed	Dec 18 2018 3:18AM	Dec 18 2018 4:22AM
WOLANYO	BANSAH	Workplace Respect Hourly (1.1)	Course	80	completed	Dec 18 2018 3:18AM	Dec 18 2018 4:22AM
WOLANYO	BANSAH	Workplace Respect	Versional	90	completed	Mar 16 2017 1:09PM	Mar 16 2017 3:38PM
WOLANYO	BANSAH	Workplace Respect (1.3)	Course	90	completed	Mar 16 2017 1:09PM	Mar 16 2017 3:38PM
WOLANYO	BANSAH	Bloodborne Pathogens - Hourly	Versional	100	completed	Mar 16 2017 4:53PM	Mar 16 2017 5:43PM
WOLANYO	BANSAH	Bloodborne Pathogens - Hourly (1.4)	Course	100	completed	Mar 16 2017 4:53PM	Mar 16 2017 5:43PM
WOLANYO	BANSAH	Personal Protective Equipment (PPE)	Versional	100	completed	Mar 16 2017 6:42PM	Mar 16 2017 8:30PM
WOLANYO	BANSAH	Personal Protective Equipment (PPE) (1.4)	Course	100	completed	Mar 16 2017 6:42PM	Mar 16 2017 8:30PM
WOLANYO	BANSAH	Fire Safety (New Hire)	Versional	100	completed	Mar 17 2017 10:30PM	Mar 17 2017 11:55PM
WOLANYO	BANSAH	Fire Safety (New Hire) (1.0)	Course	100	completed	Mar 17 2017 10:30PM	Mar 17 2017 11:55PM
WOLANYO	BANSAH	Safety for Hourly (New Hire)	Versional	80	completed	Mar 16 2017 8:32PM	Mar 21 2017 4:30PM
WOLANYO	BANSAH	Safety for Hourly (New Hire) (1.1)	Course	80	completed	Mar 16 2017 8:32PM	Mar 21 2017 4:30PM
WOLANYO	BANSAH	OSHA Refresher	Versional	100	completed	Mar 4 2019 10:43AM	Mar 4 2019 11:18AM
WOLANYO	BANSAH	OSHA Refresher (1.2)	Course	100	completed	Mar 4 2019 10:43AM	Mar 4 2019 11:18AM
WOLANYO	BANSAH	Age Verification - Restricted Items	Versional		completed	Mar 3 2019 10:24AM	Mar 3 2019 11:00AM
WOLANYO	BANSAH	Age Verification - Restricted Items (1.0)	Course		completed	Mar 3 2019 10:24AM	Mar 3 2019 11:00AM
WOLANYO	BANSAH	Hazardous Waste Refresher (1.8)	Course	100	completed	Jul 10 2018 3:08AM	Mar 19 2019 9:01AM
WOLANYO	BANSAH	Sams Food Safety Basic Beliefs	Versional		completed	Jun 18 2019 9:50AM	Jun 18 2019 9:58AM
WOLANYO	BANSAH	Sams Food Safety Basic Beliefs (1.0)	Course		completed	Jun 18 2019 9:50AM	Jun 18 2019 9:58AM
WOLANYO	BANSAH	Sams New Associate Onboarding & Ethics Acknowledgement	Versional		completed	Mar 16 2017 1:08PM	Mar 16 2017 1:08PM
WOLANYO	BANSAH	Sams New Associate Onboarding & Ethics Acknowledgement (1.0)	Document		completed	Mar 16 2017 1:08PM	Mar 16 2017 1:08PM
WOLANYO	BANSAH	Prepaid/Giftcard Guidelines – Sam's	Versional		completed	Jun 6 2019 6:23AM	Jun 21 2019 9:39AM

WOLANYO	BANSAH	Prepaid/Giftcard Guidelines – Sam's (1.0)	Document		completed	Jun 6 2019 6:23AM	Jun 21 2019 9:39AM
WOLANYO	BANSAH	Financial Services Compliance Report Guidelines – Sam's	Versional		completed	Jun 18 2019 9:59AM	Jun 21 2019 9:39AM
WOLANYO	BANSAH	Financial Services Compliance Report Guidelines – Sam's (1.2)	Document		completed	Jun 18 2019 9:59AM	Jun 21 2019 9:39AM
WOLANYO	BANSAH	Acknowledgement: (TEO) - Sam's	Versional		completed	Jun 21 2019 9:49AM	Jun 21 2019 9:50AM
WOLANYO	BANSAH	Acknowledgement: (TEO) - Sam's (1.0)	Document		completed	Jun 21 2019 9:49AM	Jun 21 2019 9:50AM
WOLANYO	BANSAH	Acknowledgement: Sales Floor Basics - Sam's	Versional		completed	Jun 21 2019 9:48AM	Jun 21 2019 9:49AM
WOLANYO	BANSAH	Acknowledgement: Sales Floor Basics - Sam's (1.0)	Document		completed	Jun 21 2019 9:48AM	Jun 21 2019 9:49AM
WOLANYO	BANSAH	Acknowledgement: Register Basics - Sam's (1.0)	Document		completed	Jun 21 2019 9:48AM	Jun 21 2019 9:48AM
WOLANYO	BANSAH	Acknowledgement: Merchandising Basics - Sam's	Versional		completed	Jun 21 2019 9:47AM	Jun 21 2019 9:47AM
WOLANYO	BANSAH	Acknowledgement: Merchandising Basics - Sam's (1.0)	Document		completed	Jun 21 2019 9:47AM	Jun 21 2019 9:47AM
WOLANYO	BANSAH	Acknowledgement: Member Service Basics - Sam's	Versional		completed	Jun 21 2019 9:45AM	Jun 21 2019 9:46AM
WOLANYO	BANSAH	Acknowledgement: Member Service Basics - Sam's (1.0)	Document		completed	Jun 21 2019 9:45AM	Jun 21 2019 9:46AM
WOLANYO	BANSAH	Acknowledgement: Apparel Advanced - Sam's	Versional		completed	Jun 21 2019 9:36AM	Jun 21 2019 9:38AM
WOLANYO	BANSAH	Acknowledgement: Apparel Advanced - Sam's (1.0)	Document		completed	Jun 21 2019 9:36AM	Jun 21 2019 9:38AM
WOLANYO	BANSAH	Acknowledgement: Club Pickup - Sam's	Versional		completed	Jun 21 2019 9:43AM	Jun 21 2019 9:44AM
WOLANYO	BANSAH	Acknowledgement: Club Pickup - Sam's (1.0)	Document		completed	Jun 21 2019 9:43AM	Jun 21 2019 9:44AM
WOLANYO	BANSAH	Acknowledgement: Jewelry Advanced - Sam's (1.0)	Document		completed	Jun 21 2019 9:44AM	Jun 21 2019 9:45AM
WOLANYO	BANSAH	Sams Club Prepaid Limit SOP Acknowledgement (1.1)	Document		completed	Jun 21 2019 9:40AM	Jun 21 2019 9:43AM
WOLANYO	BANSAH	Sams Club SOP Acknowledgment-Overnight	Versional		completed	Mar 17 2017 7:50PM	Mar 23 2017 1:31AM
WOLANYO	BANSAH	Sams Club OP Acknowledgment-Overnight(1.0)	Document		completed	Mar 17 2017 7:50PM	Mar 23 2017 1:31AM
WOLANYO	BANSAH	Sams Club AP-09 Non-Authorized Associate Acknowledgement	Versional		completed	Mar 23 2017 1:32AM	Mar 23 2017 1:32AM
WOLANYO	BANSAH	Sams Club AP-09 Non-Authorized Associate Acknowledgement (1.0)	Document		completed	Mar 23 2017 1:32AM	Mar 23 2017 1:32AM
WOLANYO	BANSAH	Welcome to Sams Club Pre-Test	Versional	50	completed	Mar 23 2017 1:07AM	Mar 23 2017 1:30AM
WOLANYO	BANSAH	Welcome to Sams Club Pre-Test (1.3)	Quick Assessment	50	completed	Mar 23 2017 1:07AM	Mar 23 2017 1:30AM
WOLANYO	BANSAH	Upskill Jewelry Advanced Assessment (1.0)	Quick Assessment	42	completed	Jul 9 2019 7:18PM	Jul 9 2019 8:45PM
WOLANYO	BANSAH	Managing Member Conflict Interactive Activity	Versional		completed	Mar 20 2017 2:03PM	Mar 20 2017 2:13PM
WOLANYO	BANSAH	Managing Member Conflict Interactive Activity (1.0)	Course		completed	Mar 20 2017 2:03PM	Mar 20 2017 2:13PM
WOLANYO	BANSAH	Spill Cleanup 1	Versional	100	completed	Mar 20 2017 5:09PM	Mar 20 2017 9:47PM
WOLANYO	BANSAH	Hazardous Waste & Spill Cleanup	Versional	80	completed	Mar 20 2017 4:06PM	Mar 20 2017 5:05PM
WOLANYO	BANSAH	Hazardous Waste Refresher	Versional	100	completed	Jul 10 2018 3:08AM	Mar 19 2019 9:01AM
WOLANYO	BANSAH	W2SC - My Sams Club	Versional		completed	Mar 20 2017 8:42PM	Mar 20 2017 8:57PM
WOLANYO	BANSAH	W2SC - My Sams Club (1.1)	Course		completed	Mar 20 2017 8:42PM	Mar 20 2017 8:57PM
WOLANYO	BANSAH	W2SC - Legendary Member Experience	Versional	100	completed	Nov 21 2017 2:16AM	Jul 10 2018 5:53AM
WOLANYO	BANSAH	W2SC - Legendary Member Experience (1.0)	Course	100	completed	Nov 21 2017 2:16AM	Jul 10 2018 5:53AM
WOLANYO	BANSAH	W2SC - Legendary Member Experience Activity	Versional		completed	Jul 10 2018 6:04AM	Jul 10 2018 6:04AM
WOLANYO	BANSAH	W2SC - Legendary Member Experience Activity (1.0)	Document		completed	Jul 10 2018 6:04AM	Jul 10 2018 6:04AM
WOLANYO	BANSAH	W2SC - Legendary Member Experience Acknowledgment	Versional		completed	Jul 10 2018 6:05AM	Jul 10 2018 6:05AM
WOLANYO	BANSAH	W2SC - Legendary Member Experience Acknowledgment (1.0)	Document		completed	Jul 10 2018 6:05AM	Jul 10 2018 6:05AM

Exhibit 4

Job Description



Merchandising

This position is responsible for assisting in the operation of a department. An individual in this position will be expected to perform additional job related responsibilities and duties throughout the facility as assigned and/or as necessary.

Essential Functions

An individual must be able to successfully perform the essential functions of this position with or without a reasonable accommodation.

Provides member service by acknowledging the member and identifying member needs; providing guidance and support to members regarding self-service technology; assisting members with purchasing decisions; locating merchandise; resolving member issues and concerns; and promoting the company's products and services.

Maintains safety of facility according to company policies and procedures by conducting safety sweeps; following forklift spotting procedures; following procedures for handling and disposing of hazardous materials; following company steel standard guidelines; and correcting and reporting unsafe situations to management.

Maintains the sales floor and merchandise presentation in accordance with company policies and procedures by properly zoning the area; stocking, arranging and organizing merchandise; setting up, cleaning, and organizing product displays; removing damaged goods; signing and pricing merchandise according to company policies and procedures; identifying shrink and damages; and securing fragile and high-shrink merchandise.

Monitors food and merchandise quality by ensuring product rotation, code dating, product recalls, and sanitation standards are followed according to company policies and procedures; and ensuring prominent display of promotional and seasonal merchandise.

Ensures club pick up orders are filled by assisting with picking club pick up orders throughout the day and staging; and ensuring products are selected and staged according to company policy and procedures.

Complies with company policies, procedures, and standards of ethics and integrity by implementing related action plans; using the Open Door Policy; and applying these in executing business processes and practices.

Completes work assignments and priorities by using policies, data, and resources; collaborating with managers, co-workers, customers, and other business partners; identifying priorities, deadlines, and expectations; carrying out tasks; communicating progress and information; determining and recommending ways to address improvement opportunities; and adapting to and learning from change, difficulties, and feedback.

Competencies

An individual must be proficient in each of the competencies listed below to successfully perform the responsibilities of this position.

Inventory - Handles, moves, and displays goods in safe and correct ways. Tracks goods, maintains in-stock levels, and controls shrinkage in a timely manner. Reports poor inventory practices and low in-stock levels in assigned area. Uses inventory tools and equipment in safe and correct ways.

Technology - Proactively identifies Customers who need help, actively engages them, and assists them with Technology services and items. Models and helps others with technology services. Identifies shrink opportunities and problems with products, services and work areas, and takes steps to fix the problem. Properly maintains equipment and ensures products are organized and stocked in correct ways, and promptly fixes any problems.

Customer/Member Centered: Serve the Customer/Member - Shows care and concern when serving our customers/members. Asks questions in order to understand customer/member needs. Uses policies and information in order to exceed customer/member expectations. Finds and uses the right resources (people, products, tools) at the right time in order to resolve customer/member requests.

Judgment: Make Effective Choices - Uses policies, procedures, and/or guides to make good choices. Uses data and facts in order to make day-to-day decisions and involves others as needed. Recognizes what might be a problem and informs those who can correct it.

Planning and Improvement: Plan for and Improve Work - Accepts responsibility and meets expectations for own work. Identifies steps needed in order to carry out work as required.

Influence and Communicate: Share Information - Listens to others and asks questions to learn about what is needed. Communicates the right information to associates and leaders when they need it. Communicates in a respectful and professional manner.

Execution and Results: Get Results - Makes sure work is done correctly. Works on top priorities first. Makes a consistent effort to get results. Meets deadlines. Takes action in order to solve problems so work can be completed in a timely manner.

Ethics and Compliance: Perform to Ethical Standards - Follows company policies and procedures (for example, the Ten Foot Rule). Shows integrity and ethical behavior in all work situations. Reports ethical and compliance issues promptly.

Adaptability: Adapt - Adapts to changing work demands. Stays focused on own work when faced with change or difficulties. Stays open to and learns from assignments and feedback.

Job Description

Merchandising



Physical Activities

The following physical activities are necessary to perform one or more essential functions of this position.

- Observes associate, customer, or supplier behavior.
- Enters and locates information on computer.
- Communicates effectively in person or by using telecommunications equipment.
- Creates documents, reports, etc., using a writing instrument (such as a pencil or pen) or computer.
- Grasps, turns, and manipulates objects of varying size and weight, requiring fine motor skills and hand-eye coordination.
- Visually locates merchandise and other objects.
- Visually inspects equipment.
- Safely operates large power equipment.
- Reaches overhead and below the knees, including bending, twisting, pulling, and stooping.
- Moves, lifts, carries, and places merchandise and supplies weighing up to 25 pounds without assistance.**
- Visually verifies and reads information, often in small print.
- Stands for long periods of time.

Work Environment

Working in the following environment is necessary to perform one or more of the essential functions of this position.

- Moves through narrow, confined spaces such as stacks of merchandise or supplies, storage areas, and closets.
- Moves over sloping, uneven surfaces such as the parking lot, building perimeter, receiving bays, sections of the facility which have temporary cracks, or areas under repair.
- Moves over slippery surfaces in the work area as well as other areas that may become slippery during inclement weather.
- May work with substances that require special handling
- Works in areas requiring exposure to varying temperatures, extreme heat or cold, and/or wet, damp, or drafty conditions.
- Works varying shifts as required.

Job Description

Merchandising



Signature

I have read and understand the essential functions for this position and certify that:

_____ I have the ability to perform the essential functions of this position either with or without a reasonable accommodation.

_____ I do not have the ability to perform the essential functions of this position either with or without a reasonable accommodation.

Associate/Applicant Printed Name

Associate/Applicant Signature

Date