

Human Rights Policy

Message from our CEO

We are a technology leader with a keen understanding that our innovation leadership and success in our markets is ultimately rooted in people. We enable global networks that join us together, and we share a vision of making the world a better-connected place for people in our global communities. We reflect our values — Customer First, Integrity, Velocity, Innovation and Outstanding People — in our approach to winning business and how we interact with those around us. Essential to this is our respect for human rights as a fundamental value. Core to this is our commitment to ensuring fair labor practices, fair compensation and safe working conditions for our people and throughout our global supply chain. We treat forced labor, human trafficking, and child labor with a zero-tolerance approach.

We avoid business with suppliers or business partners who are unable to uphold these values or violate these commitments. We have been a long-standing member of the Responsible Business Alliance (RBA) and work closely with key partners in our supply chain to ensure that they too are upholding the principles set out in the [Responsible Business Association \(RBA\) Code of Conduct](#).

This policy is an extension of the guiding principles and requirements set forth in Ciena's Code of Business Conduct and Ethics. It also reflects our commitment to conducting business in the most ethical way and making Integrity—one of our five core values—a priority in everything we do.

Respect for Human Rights

with the [United Nations \(UN\) Guiding Principles on Business and Human Rights⁷](#) in our relationships with our employees, suppliers and business partners.

More specifically in the U.S., we recognize the principles and objectives set out in key legislation on human rights and the prevention of modern slavery, including: Section 307 of the Tariff Act of 1930 (19 USC § 1307- Convict-Made Goods; Importation Prohibited); Forced Labor (18 USC § 1589); and the Uyghur Forced Labor Prevention Act (HR 6256), all of which seek to prevent any goods made with any level of forced labor inputs, directly or indirectly, from entering US commerce.

This Ciena Human Rights Policy is informed by these international and domestic standards and applies to all officers, directors, employees and contractors of Ciena and its subsidiaries, as well as Ciena suppliers and business partners.

What We Expect of our People and Partners

We are committed to human rights and equal opportunity and require our employees to respect the rights of others. Pursuant to our procurement requirements, policies, and contracts, we expect our business partners to share this commitment to human rights and equal opportunity in the workplace. We seek to work only with suppliers and business partners who maintain high ethical standards and uphold these principles, and we do not tolerate abuse of human rights within our supply chain. We undertake supplier assessments, due diligence and other vetting processes, where appropriate, in selecting and managing the performance of key supply partners in order to reduce the risk of human rights violations in our supply chain. This Policy is overseen and maintained by Ciena's Sustainability Leadership Committee (SLC), a cross functional executive level body, who oversee Ciena's sustainability program and periodically report to the Board of Directors on related matters.

Diversity, Inclusion & Belonging

Through our People Promise, we are committed to a workplace environment where our employees

Freedom of Association and Collective Bargaining

We respect our employees' right to join, form or not to join a labor union without fear of reprisal, intimidation or harassment. Where employees are represented by a legally recognized union, we are committed to establishing a constructive dialogue with their freely chosen representatives and bargain in good faith with such representatives.

Safe and Healthy Workplace

The safety and health of our employees is of paramount importance. Ciena is driven to ensure that no harm comes to our people or those working on our behalf. All of our stakeholders benefit when we provide a secure, safe, and professional environment, free from violence or hostility. Our policy is to comply with applicable safety and health laws, standards and regulations, as well as internal policies, procedures and requirements, intended to promote health and safety. We work to provide and maintain a safe, healthy and productive workplace by addressing and remediating identified risks of accidents, injury and adverse health impacts.

Workplace Security

We are committed to maintaining a workplace that is free from unsafe or disruptive conditions due to internal and external threats, and we act with urgency to address any threats or acts of violence to ensure that our employees are safe. We use corporate assets and resources, and take necessary actions, to ensure security safeguards for employees are provided, as needed, and are maintained with respect for employee privacy and dignity.

Forced Labor, Child Labor, and Human Trafficking

We prohibit the use of all forms of forced labor, including prison labor, child labor, indentured labor, bonded labor, military labor, mod.6 (t)-6.6 (h)1.(e)2.6 (w04.2 ()116 (av-2 (i)2.6 (olc)-2 (es)-1.9 (s)-2.a.

Work Hours, Wages and Benefits

We compensate employees fairly and competitively relative to the industry and local labor markets in which we operate. We are committed to a fair and living wage, and work to ensure full compliance with applicable wage, work hours, overtime and benefits laws.

Water and Sanitation

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A. Applicable and Reference Documents

Document Name	Document Number
Code of Conduct & Business Ethics	CO1-LEG-03