



Iron Mountain Supplier Diversity Policy

At Iron Mountain, we are committed to supplier diversity. We recognize that small business enterprises and businesses owned and operated by members of diverse and disadvantaged groups contribute significantly to the overall economic strength of the country, the markets we serve and the communities in which we live and work. At the same time, the use of diverse suppliers helps Iron Mountain deliver to our customers the highest quality services at the best price. Through this commitment, we promote the presence and growth of diverse suppliers in the market by providing qualified firms with equitable opportunities to compete for our business. We are always interested in expanding our use of diverse suppliers and encourage qualified vendors to register with us.

Definition

To be considered as a Diverse Supplier, your business should be at least 51% owned and controlled by individuals belonging to one or more of the following groups:

- Women
- Minorities: African American, Asian Pacific American, Hispanic American, Native American, Subcontinent Asian American or Alaska Native
- Lesbian, Gay, Bisexual, Transgender
- Veterans
- Service Disabled Veterans
- Disabled
- Small Business (as defined by the Small Business Administration)
- Small Disadvantaged Business, HUB Zone or 8(a) Small Business

In addition, your business should be certified by a recognized third party or a federal, state or local government agency. (Recognized certifying entities include The National Minority Supplier Development Council (NMSDC) and the Women's Business Enterprise National Council (WBENC) or affiliates of either organization, National Veteran Business Development Council (NVBDC), National Gay & Lesbian Chamber of Commerce (NGLCC), US Pan Asian American Chamber of Commerce (USPAACC), Small Business Administration.)

Iron Mountain is a sponsor of the Greater New England Minority Supplier Diversity Council and a member of the Center for Women and Enterprise (WBENC affiliate).

Additional Requirements

If any Vendor identifies itself as a Diverse Supplier as defined above, Vendor agrees to provide certification or proof of classification as a Diverse Supplier to Iron Mountain upon request. Vendor also agrees to allow Iron Mountain to include Vendor's name and total payments received from Iron Mountain on any reports to third parties, including government agencies, on its spend with Diverse Suppliers.

In the event Iron Mountain's payments to Vendor during any calendar year exceed \$100,000, and if Vendor is not a Diverse Supplier, Vendor agrees to provide information on its total expenditures with Suppliers in any or all Diverse Categories if requested by Iron Mountain.