



Transfers and Promotions Policy

Team members who are qualified may be eligible for a transfer or promotion. A “transfer” is a lateral move and normally does not result in increased pay or responsibility. Sprouts maintains the right to transfer team members at any time between departments, stores, and facilities to meet specified work requirements, or medically-related or other work restrictions. A “promotion” is an upward move resulting in increased pay and responsibility. Sprouts is committed to promoting from within wherever possible.

Team members are eligible for a transfer or to apply for promotional opportunities after completing six (6) months of continuous service. However, exceptions may be made based on job performance, store needs, the need to accommodate team members with certain disabilities, and other factors at Sprouts’ sole discretion. You are required to notify your supervisor or manager when submitting for a transfer or promotion for a posted position. Consideration will be given to your job performance, employment record, relevant education or training, experience, and length of service with Sprouts. Your supervisor, the hiring manager, or a member of the Human department will contact you regarding your application and the status of your candidacy.

Changes in pay resulting from a transfer or promotion will be handled as follows:

- **Transfer Requested by Team Member:** Pay will be based on the minimum pay rate of the new position. Consideration will be given for a higher rate within the pay range based on job specific experience related to the new position.
- **Transfer Initiated by Sprouts:** Pay will not be higher than the top of the pay range for the new position. Consideration will be given based on length of service and job-specific experience related to the new position.
- **Promotion:** Pay will be based on the minimum pay rate of the new position. Consideration will be given for a higher rate within the pay range based on job specific experience related to the new position.

You are not guaranteed an assignment at a specific store, location, or department. Final approval depends on available positions and management approval.