

AAMSI CODE OF CONDUCT

The AAMSI Code of Conduct outlines expected behaviors for all employees. AAMSI takes very seriously its business ethics, corporate governance and transparency of operations. AAMSI will conduct its business fairly, impartially, in an ethical and proper manner, and in full compliance with all applicable laws and regulations, including but not limited to Contractor Code of Business Ethics and Conduct FAR 52.203-13 (Defense Hotline 800-424-9098). In conducting its business, integrity must underlie all company relationships, including those with customers, suppliers and communities, and among employees. The highest standards of ethical business conduct are required of all employees in the performance of their company responsibilities. Employees will not engage in conduct or activity that may raise questions as to the company's honesty, impartiality, and reputation, or otherwise cause embarrassment to the company.

All employees of AAMSI will ensure that:

- They do not engage in any activity that might create a conflict of interest for AAMSI or for themselves individually.
- They do not take advantage of their position to seek personal gain through the inappropriate use of AAMSI or non-public information or abuse of their position.
- They follow all restrictions on use and disclosure of information. This includes following all requirements for protecting AAMSI information and ensuring that non-AAMSI proprietary information is used and disclosed only as authorized by the owner of the information or as otherwise permitted by law.
- They observe that fair dealing is the foundation for all of our transactions and interactions.
- They protect all company, customer and supplier assets and use them only for appropriate, company approved activities.
- Without exception, they comply with all applicable laws, rules and regulations.
- They promptly report any illegal or unethical conduct to management or other appropriate authorities (i.e., Ethics, Law, Security, EEO).