



Microfinish Code of Ethical Conduct and Expectations:

Microfinish employees, suppliers and any other associates, must neither offer nor accept improper payment either directly or indirectly, in cash or in kind. Improper payments are considered an exchange of any value intended to improperly influence a transaction.

Microfinish employees must not allow or encourage others to make or accept improper payments.

Our employees must not solicit gifts or hospitality from a third party.

Microfinish employees, suppliers and other associates must ALWAYS consider how their actions may appear. Regardless of intent, the appearance of interest conflict may have negative effects.

Do not disclose any of Microfinish's confidential or personal information, including intellectual property, except where authorized in connection with the conduct of business done on our behalf.

Exercise caution in transmitting confidential information due to the open environment of electronic communication.

Microfinish conducts its operations in accordance with the principles of fair competition and in conformance with applicable laws and industry codes. We do not use any unfair advantage tactics over our competition through manipulation, concealment, abuse of privileged information, misrepresentation of facts or any other unfair dealing. Microfinish expects the same behavior and commitment from third parties.

It is our practice and expectation of our employees and suppliers to maintain a work environment in which all feel welcome and free of harassment, discrimination or other improper conduct. Microfinish employees and third parties must respect the human rights, dignity and privacy of the individual and the right of others to freedom of association, freedom of expression and the right to be heard.

It is required of our suppliers and any associates to respect the human rights and privacy of the individual, to NEVER use forced, bonded, indentured, trafficked, involuntary or child labor in any manner or form.

It is the expectation of all Microfinish employees, suppliers and other associates to maintain a healthy and safe work environment and develop a proactive, cooperative attitude towards employee health and safety.

It is expected of Microfinish employees to report injuries or ill health arising from their work.

Microfinish employees, associates and suppliers are expected to approach and consider manufacturing processes and products that minimize adverse effects on the environment and human safety.

Microfinish encourages employees, associates and suppliers to be active in local communities. Microfinish commits to support employees who volunteer to undertake community work.

It is expected of Microfinish employees, associates and suppliers to execute daily activities in the spirit of fair play, truth in reporting and faithful representation of work and self.

REPORT any actual or suspected misconduct to Microfinish compliance at: compliance@microfinishusa.com