



Political Contributions

No Company funds or other assets are to be contributed or loaned to any political party or for the campaign of any person for political office, or expended in support of or in opposition to any party or person. Acts of hospitality towards public officials should be of such a scale and nature as to avoid compromising the integrity or the reputation of either the public official or the Company. All such acts should be performed with the expectation that they will become a matter of public knowledge.

Employees may volunteer their services for political purposes, but such services must be rendered on their own time. It is against Company policy and possibly illegal for Employees to use normal working time for any political purpose.