

# Code of Ethics

PRI Plus

23 November 2022



# Introduction

**PRI Plus** is committed to being a responsible company that operates with integrity. This means we conduct ourselves with a focus on five areas:

Ethical conduct, environmentally friendly practices, positive community engagement, civic responsibility, and respectful work environments.

We continuously work toward our involvement and improvement in these areas to ensure earned goodwill from all our business relationships.

We recognize that our continued success depends upon a commitment to conduct business with honesty, integrity, and a compliance with the law. Our Standards are in place to provide you with information you need to do the right thing on the job and preserve the reputation we have earned as an ethical company.

A major concern in defining ethical conduct is that no document can address every situation you may face in your everyday work. We rely on our employees to use the Standards, your good judgement to guide your behavior, and the knowledge of our open-door policy to assist and answer any questions to ensure the proper course of action.

As an employee, you have a responsibility to:

- Act with integrity and honesty on the job.
- Comply with all applicable laws and regulations while performing your duties.
- Be familiar with the Standards, always follow them, and seek help when you have a question.
- Share concerns about any conduct that violates our Standards.

Our leadership team is relied upon to exhibit an even greater level of responsibility. They are to model ethical behavior and promote a workplace where employees feel comfortable coming forward with concerns and questions. Our open-door policy is in place to help facilitate our commitment to open, free, and effective channels of communication.

These Standards are guide posts toward ethical work conduct and may complement other policies, procedures, and employment agreements as outlined in the employee handbook. If you encounter an inconsistency or conflict, seek the help of your supervisor. Our company does not tolerate any form of retaliation (including separation, demotion, suspension, or loss of benefits) against anyone who makes good faith reports of potential misconduct or helps with an investigation. You should be free to ask questions and raise concerns without fear.



Jason Crooks  
President



# safety

Promoting safety, health, and welfare of ourselves, guests, and customers is a critical responsibility. All of us share the responsibility to meet our high standards when operating and maintaining our products and facilities.

We are committed to providing a safe environment at all times. We will constantly strive to meet or exceed standards set by industry experts and regulatory agencies in order to protect our customers, guests, and ourselves. To this end, we have adopted a comprehensive safety policy that covers all aspects of our operations.

Our safety policy includes: conducting regular inspections of our products; taking appropriate corrective action when hazards are identified; training personnel on proper use of equipment; adhering to applicable local laws and regulations; developing procedures for responding to emergencies; keeping records of any incidents that occur in the workplace; and using personal protective equipment where needed.



To keep our customers, guests, and ourselves safe, we ensure that all personnel follow our safety policy. We will provide regular training for all staff on the importance of safety and how to identify, avoid, or mitigate potential hazards.

We require compliance with all applicable laws and regulations as well as our own standards of conduct. All employees must adhere to a code of ethics that includes reporting any hazard or unsafe condition they observe in the workplace immediately.

By following our safety policy, we can ensure that everyone remains safe while doing their job, whether in the office or on the production floor.

## Quality Policy

We expect quality to be the forefront with our products. We manufacture premium constructions. "Premium" serves as a promise to our customers and an obligation we must live up to. Each of us has a responsibility to build quality into every element of our product- from the material we use, to each roll we produce, and every skid we ship. That means being courteous, knowledgeable, and passionate about providing a high-quality brand for all our customers. It also means creating a product we are proud to identify as ours.



# Teamwork

We are committed to a work environment where everyone is afforded the dignity and respect they deserve. We don't allow any form of harassment or discrimination on the basis of race, religion, sex, gender, sexual orientation, national origin, age, marital status, covered veteran status, disability, pregnancy, or any other basis prohibited by applicable law. If you see or

suspect any violation, or feel that you are a victim of harassment or discrimination, promptly report it.

Each of us is a valued member of the team. We embrace our multicultural workforce and tap the unique talents and potential of every employee to create superior products. To foster diversity, we seek to attract and develop a workforce that reflects our customers, partners, labor market, and communities in which we do business. We also maintain a workplace that offers open opportunities to all, recognizing individuals for their experience, performance, training, and potential.

We take collective responsibility for our success, and recognize that we are stronger working together than by ourselves. We share ideas and knowledge, rely on each other to perform our jobs with excellence, work collaboratively, and respect one another's contributions. We strive to build teams where every individual can develop their skills,

discover their potential and make a meaningful contribution to the team's success.

We understand that mistakes happen and won't be punished. Instead, we learn from them and use them as an opportunity to encourage communication between all members of the team in order to ensure successful outcomes in the future. We practice constructive feedback among team members in order to attain growth through collaboration and understanding.

It is important for us to maintain a supportive workplace with an atmosphere of respect and trust. We strive for an environment that is free from intimidation and we expect each team member to be welcoming, understanding, and open-minded in their interactions with other members.

## HONESTY

Be fair and ethical in all purchasing and selling decisions. If you purchase products or services for the company, put the company's interests first and seek to obtain the maximum value for the money spent, consistent with company policy. If you are selling our product or services to a customer, put their best interest first in terms of what products and services to offer. You should never try to sell a product to a customer that they would not benefit from. Do not misrepresent the characteristics or capabilities of our products or services.



# Environmental Commitment

We are committed to the protection of the environment and the conservation of natural resources. We fully comply with environmental laws and regulations, including those related to disposal of wastes. We are constantly searching for and evaluating opportunities to reduce or eliminate the use of hazardous chemicals in our production processes. We work with suppliers and partners who share our commitment to environmental responsibility.

We prioritize energy efficiency throughout all aspects of our operations. To this end, we have developed a Sustainable Energy Management program which seeks to promote efficient energy use by setting performance targets, monitoring progress, and identifying areas for improvement.

We also recognize the importance of ethical sourcing practices when gathering materials from the environment. We strive to source materials responsibly from companies that demonstrate respect for the local ecosystem and adhere to biodiversity protection laws. We are committed to minimizing our environmental impact, which includes reducing emissions and waste levels, conserving water resources, and promoting clean air practices.

By making these commitments, we hope to foster good relationships with communities around the world while protecting natural resources for generations to come.





# Charitable Activities

We want to foster good relations within our community. You are encouraged to participate in local activities that address the needs of the community and to participate as a private citizen in government and political processes. Make sure your involvement does not violate company policies or suggests anything improper.

Involvement in any corporate sponsored collection drive, volunteer event, or donation is completely voluntary, and decisions made about your position with the company will not take into consideration your involvement or lack of.

All corporate contributions must be approved by the PRI Plus President.

PRI Plus believes that a lot of small impacts build moons. You're not going to solve everybody's problems. In fact, you're not going to solve anybody's problems. So, you know what you should do? Anything. As much of it and as often as you can.

