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|  | <b>Management Manual<br/>(ISO 9001-2008)</b> | Revision Date: <b>26 Apr 2016</b>  | Revision #:             | Document #: <b>DOC-006</b> | Page 1 of 1 |
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|   |  | Document Title: <b>Corporate Responsibility Statement and Expectations</b> |                         |                            |             |

## **Corporate Responsibility Statement and Expectations**

Mid-State Tank Co., Inc., places great importance on practicing good corporate citizenship. As such, our people, processes, quality of products and conduct in dealing with others reflect our values and beliefs as a company. Mid-State Tank has expressed many of these principles in our Employee Handbook, ISO documentation, Environmental Health and Safety policies and through ongoing local community involvement and support. In addition to our own standards, we have referenced the guidelines of the Automotive Industry Action Group (AIAG) in furthering our efforts in achieving excellence in sustainability. By utilizing our own standards, the AIAG guidelines and local laws, we will uphold these expectations for corporate sustainability, both for ourselves and our suppliers, as they pertain to the following areas:

- **Business Ethics and Compliance**
  - Mid-State Tank Code of Conduct: All of our practices are ethical, honest, and professional.
  - Operate in accordance with all Federal, State and Local laws and regulations.
  - Ensure protection of intellectual property, ours and others.
  - Practice respect for all company and personal data.
  - Supply the highest quality products and services possible to meet expectations and requirements.
- **Environmental Sustainability**
  - Pursue workplace efficiencies to reduce resource consumption
  - Recycling all materials where possible
  - Adhere to all Federal and State laws and practices
  - Maintain awareness of technological advancements that reduce resource consumption.
  - Establish targets to reduce environmental impacts from our processes
- **Health and Safety**
  - Meet all OSHA requirements
  - Effective workplace Health and Safety policies and programs in place and practiced.
  - Employee Health and Safety training, support and participation ongoing.
  - Provide all needed safety equipment and supplies appropriate for the task.
  - Preventative Maintenance program to insure proper function.
  - Wellness programs to encourage positive employee health practices.
- **Human Rights**
  - Follow all applicable Federal and State labor laws.
  - Company has long established and enforces an anti-harassment policy.
  - No forced labor or child labor is ever considered
  - Working hours, wages and benefits are competitive and comply with Federal and State standards
  - All employees have freedom of association according to local legal requirements
  - All employees can communicate concerns to management without fear of reprisal.
- **Diversity**
  - Encourage diversity and equality as an Equal Opportunity Employer
- **Community Support / Corporate Citizenship**
  - Participate in workforce development initiatives with local schools and colleges to expand economic opportunities for the community
  - Participate in local charitable giving opportunities to help those in need.
  - Support the local arts to enhance the local culture and quality of life in our community.