



We Value:

- Our position of **trust** with our customers – its foundation in partnership, mutual respect, fairness and commitment to mission, is fundamental to our success in each business engagement. This trust is based on our dedication to execution.
- Our **people** – our passion for mission, intellectual capital, creativity and ability to lead, make our reputation and ensure the success of our company. Talent and teamwork make our performances successful.
- Our **quality** - in all that we do, through our commitment to excellence, value creation and innovation, we seek to deliver the best value for our customers. We understand the mission, and we focus on the and solutions that drive success.

FAIR TREATMENT AND COMPETITION

Human Rights

We expect our suppliers to treat people with respect and dignity, to encourage diversity, to remain receptive to diverse opinions, to promote equal opportunity for all, and to foster an inclusive and ethical business culture.

A. *Fair Treatment of Employees*

- No Harassment - We expect our suppliers to ensure a work environment for their employees that is free from physical, psychological, and verbal harassment, or other abusive conduct.
- Non-discrimination - We expect our suppliers to provide equal employment opportunity to employees and applicants for employment, without regard to race, ethnicity, religion, color, sex, national origin, age, military veteran status, ancestry, sexual orientation, gender identity or expression, marital status, family structure, genetic information, or mental or physical disability, so long as the essential functions of the job can be competently performed with or without reasonable accommodation.
- Health & Safety - We expect our suppliers to comply with all applicable health and safety laws, regulations, and directives. Suppliers should protect the health, safety, and welfare of their people, visitors, and others who may be affected by their activities.

B. *Child Labor*

We expect our suppliers to ensure that illegal child labor is not used in the performance of work. The term “child” refers to any person under the minimum legal age for employment where the work is performed.

C. *Human Trafficking*

Suppliers must adhere to regulations prohibiting human trafficking and comply with all applicable local laws in the country or countries in which they operate. Suppliers must refrain from violating the rights of others and address any adverse human rights impacts of their operations. Suppliers must educate employees on prohibited trafficking activities, discipline



employees found to have violated the law or rules, and notify MITS of violations against employees, including:

- Destroying, concealing, or confiscating identity or immigration documents;
- Using misleading or fraudulent tactics in recruiting or charging employee recruitment fees;
- Failing to provide adequate housing or provide return transportation upon the end of an employee's deployment on a U.S. government contract or subcontract; and
- Failing to interview and protect employees suspected of being trafficking victims.

Information Protection

D. Confidential/Proprietary Information

Suppliers must properly protect sensitive information, including classified, confidential, proprietary, and personal information. Information should only be used and shared for the business purpose for which it was provided.

E. Intellectual Property

We expect our suppliers to respect our intellectual property rights, including protection against disclosure, patents, copyrights, and trademarks.

F. Information Security

Suppliers must protect the information of others, including personal information, from unauthorized access, destruction, use, modification, and disclosure, through use of appropriate physical and electronic security procedures. Suppliers must comply with all applicable data privacy laws.

G. Procurement Integrity

Possession or use of a competitor's business rates proprietary information or Government source selection information can violate law and compromise the integrity of the procurement process. We are committed to conducting business in accordance with laws such as the Procurement Integrity Act and expect our suppliers to do so as well.

Fair Competition/Anti-Trust

Our suppliers must adhere to applicable anti-trust or anti-competition laws and promote ethical business practices. Suppliers must not fix prices or rig bids with their competitors, and they must not exchange current, recent, or future pricing information with competitors.

Conflict of Interest

We expect our suppliers to avoid all conflicts of interest and situations giving the appearance of a potential conflict of interest in their dealings with MITS. We expect our suppliers to notify MITS if an actual or potential conflict of interest arises with respect to business interests.



MI TECHNICAL SOLUTIONS

Chesapeake VA | Jacksonville FL | San Diego CA

Gifts/Business Courtesies

We expect our suppliers to compete on the merits of their products and services. The exchange of business courtesies must not be used to gain an unfair competitive advantage. In every business relationship, our suppliers must ensure that the offering or receipt of any gift or business courtesy is permitted by law and regulation, that these exchanges do not violate the rules and standards of the recipient's organization, and that they are consistent with reasonable marketplace customs and practices. A gift that could reasonably be perceived to influence business can damage both MITS and our supplier's reputations and should not be given.

ADHERENCE TO LAWS AND REGULATIONS

Maintain Accurate Records

We expect suppliers to create accurate records, and not to alter any record to conceal or misrepresent the underlying transaction represented by it. All records, regardless of format, made or received as evidence of a business transaction must fully and accurately represent the transaction or event being documented. Suppliers performing as US Government contractors (whether direct or indirect) must retain records in compliance with federal laws and regulations.

Anti-Corruption

Our suppliers must comply with the anti-corruption laws, directives and/or regulations that govern operations in the countries in which they do business, such as the U.S. Foreign Corrupt Practices Act (FCPA).

Our suppliers, and their agents, should refrain from offering or making any improper payments of money or giving anything of value to government officials, political parties, candidates for public office, or other persons.

Our suppliers must not offer any illegal payments to, or receive any illegal payments from, any customer, supplier, their agents, representatives, or others. The receipt, payment, and/or promise of monies or anything of value, directly or indirectly, intended to exert undue influence or improper advantage is prohibited.

QUALITY SERVICES AND PRODUCTS

Contract Terms

MITS's contracts, subcontracts and supplier contracts often identify specific performance standards. When these standards direct the use of specific components, materials and/or specific qualifications of labor employed in products and services, our suppliers must adhere to these requirements and other flow-down clauses and terms of our contracts.

Counterfeit Parts

We expect our suppliers to develop, implement, and maintain methods and processes appropriate to their products to minimize the risk of introducing counterfeit parts and



MI TECHNICAL SOLUTIONS

Chesapeake VA | Jacksonville FL | San Diego CA

materials into contract deliverables. Effective processes should be in place to detect counterfeit parts and materials, provide notification to recipients of counterfeit product(s) when warranted, and exclude them from contract deliverables.

REPORTING OF CONCERNS

We expect our suppliers to provide their employees with avenues for raising legal or ethical issues or concerns without fear of retaliation, and to take action to prevent, detect, and address any incidents of retaliation.

ETHICS & COMPLIANCE

Our suppliers must adhere to MITS's Supplier Code of Conduct or have their own ethics and compliance program that meets the requirements of FAR 52.203-13 and is commensurate with the size and nature of their business. Such a program should:

- Include management systems, tools and processes that ensure compliance with applicable laws and regulations;
- Promote a commitment to ethical business practices;
- Provide training to employees on compliance requirements; and
- Conform to the expectations set forth in this Supplier Code of Conduct.

Employees of our suppliers may raise concerns:

Online: www.mitechnicalsolutions.com

By phone: In the U.S. or Canada: Dial toll free - (800) 540-9793