



MERIDIAN CONSTRUCTION CODE OF CONDUCT

We conduct our projects with great respect as well as integrity for our clients. We believe in being honest and conducting ourselves at a higher standard. Meridian Construction will conduct business within the framework of applicable professional standards, laws, regulations and policies. Meridian also acknowledges that we will constantly improve the quality of our services, products and operations. Our continuous desire to improve will strengthen our reputation for fairness, respect, responsibility, integrity, honesty and quality service to our clients.

Employees will conduct themselves in a professional manner at all times. We will provide a workplace where everyone feels appreciated and respected. We will comply with all applicable rules and regulations concerning anti-discrimination & harassment laws.

All transactions will be well above the minimum standards of the law. Employees must ensure no actions can be interpreted as being in any way, against the law.

Meridian and its employees must at all times, comply with all applicable laws, rules and regulations. Meridian will not condone any activity from employees who achieve results through violation of the law or unethical dealings. This would include the following:

- Illegal acts
- Indirect contributions
- Rebates
- Bribery

Employees will not engage in sexual harassment, or conduct themselves in a way that could be construed as such. Here are examples to use as guidelines:

- Inappropriate language
- Inappropriate materials posted
- Using the computer to access inappropriate website(s)
- Unwelcomed sexual jokes, suggestive commentary or advances

Meridian does not permit any activity that fails to stand to the closest possible public scrutiny

All Meridian employees will be held responsible for proper use of property, data resources, job materials, tools and equipment that belongs either to Meridian Construction or subcontractors. Employees will use and maintain these items with respect and as such will not misuse, abuse or waste these items. Abuse, misuse or wasting resources constitutes grounds for disciplinary action up to and including termination.

If a Meridian employee is uncertain about a situation or how to resolve an issue, they should refer the matter to a supervisor who, if necessary will seek the appropriate measures to remedy the issue.

Communication

Communication is crucial for Meridian when it comes to all our clients. All employees will make an effort to disclose all job information in a timely and accurate manner. As such, responding promptly and courteously to the proper requests for information and to any concerns complaints from our clients.

Meridian employees will not disclose official information or documents acquired through our work, other than as required by law or where proper authorization is given and will not misuse official information for personal or commercial gain.

