



Pierce Distribution Services Company
P. O. Box 15600
Loves Park, IL 61132
815-636-5656

Company Code of Conduct

Prepared by
Pierce Distribution Services Company

TABLE OF CONTENTS

Pierce Distribution Services Company Code of Conduct.....	3
1. Integrity and Honesty.....	3
2. Respect and Diversity.....	3
3. Confidentiality.....	3
4. Compliance with Laws and Regulations.....	4
5. Workplace Health and Safety.....	4
6. Environmental Responsibility.....	4
7. Conflict of Interest.....	4
8. Professional Conduct.....	4
Reporting Violations.....	5
Conclusion.....	5

Pierce Distribution Services Company Code of Conduct

Established in 1954

At Pierce Distribution, we are committed to upholding the highest standards of integrity, ethics, and professionalism in all aspects of our business operations. This Code of Conduct outlines the principles and guidelines that govern the behavior of our employees, contractors, and representatives. Conduct outlines the principles and guidelines that govern the behavior of our employees, contractors, and representatives.

1. Integrity and Honesty

- We conduct our business with honesty, integrity, and fairness, adhering to all applicable laws and regulations.
- We are transparent in our communications and dealings with colleagues, clients, suppliers, and stakeholders.
- We do not engage in deceptive, fraudulent, or unethical practices.

2. Respect and Diversity

- We treat all individuals with respect, dignity, and fairness, regardless of their race, ethnicity, gender, religion, age, disability, sexual orientation, or any other characteristic.
- We foster an inclusive and diverse workplace where all employees feel valued, empowered, and supported.

3. Confidentiality

- We safeguard confidential information entrusted to us by the company, clients, suppliers, and partners.
- We do not disclose or misuse confidential information for personal gain or to the detriment of the company or its stakeholders.

4. Compliance with Laws and Regulations

- We comply with all applicable laws, regulations, and industry standards in the jurisdictions where we operate.
- We stay informed about legal and regulatory requirements relevant to our business activities and seek guidance when necessary.

5. Workplace Health and Safety

- We prioritize the health, safety, and well-being of our employees, contractors, visitors, and the communities in which we operate.
- We maintain a safe and healthy work environment by identifying and mitigating risks, providing necessary training and resources, and promoting a culture of safety awareness.

6. Environmental Responsibility

- We are committed to minimizing our environmental impact and promoting sustainable practices in our operations and supply chain.
- We strive to conserve natural resources, reduce waste, and mitigate pollution through responsible resource management and continuous improvement initiatives.

7. Conflict of Interest

- We avoid conflicts of interest that may compromise our judgment, loyalty, or impartiality in performing our duties and responsibilities.
- We disclose potential conflicts of interest promptly and take appropriate measures to address them in accordance with company policies and procedures.

8. Professional Conduct

- We conduct ourselves professionally at all times, maintaining a positive attitude, demonstrating teamwork and collaboration, and striving for excellence in everything we do.
- We represent the company with integrity and uphold its reputation in our interactions with clients, suppliers, partners, and the public.

Reporting Violations

Any employee, contractor, or stakeholder who becomes aware of a potential violation of this Code of Conduct is encouraged to report it promptly to their supervisor, human resources, or the company's ethics hotline. Reports will be treated confidentially and investigated thoroughly, and appropriate disciplinary action will be taken against individuals found to have violated the Code.

Conclusion

By adhering to the principles and standards outlined in this Code of Conduct, we contribute to the long-term success and sustainability of Pierce Distribution and Warehouse Company. Every employee and stakeholder plays a crucial role in upholding our values and maintaining the trust and confidence of our clients, partners, and communities.