



PARKSONS PACKAGING LTD.

ETHICAL CODE OF PRACTICE

1. Overview:

The Purpose of this policy at Parksons Packaging Ltd. is to establish a culture of openness, trust and integrity in business practices. Effective ethics are team effort involving the participation and support of every Parksons employee. All employees should familiarize themselves with the ethics guidelines that follow this introduction.

Parksons Packaging Ltd is committed to protecting employees, partners, supplier and the company from illegal or damaging actions by individuals, either knowingly or unknowingly. When Parksons addresses issues proactively and uses correct judgment, it will help set us apart from competitors.

Parksons Packaging Ltd will not tolerate any wrongdoing or impropriety at anytime. Parksons Packaging Ltd will take the appropriate measures act quickly in correcting the issue if the ethical code is broken. Any infractions of this code of ethics will not be tolerated.

2. Purpose:

Our purpose for authoring a publication on ethics is to emphasize the employee's and consumer's expectation to be treated to fair business practices. This policy will serve to guide business behavior to ensure ethical conduct.

3. Scope:

This policy applies to employees, contractors, consultants, temporaries, and other workers at Parksons Packaging Ltd including all personnel affiliated with third parties.

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Policy:

3.1. Executive Commitment to Ethics

- 3.1.1. Top Management at Parksons Packaging Ltd must set a prime example. In any business practice, honesty and integrity must be top priority for executives.
- 3.1.2. Executives must have an open door policy and welcome suggestions and concerns from employees. This will allow employees to feel comfortable discussing issues and will alert executives to concerns within the work force.
- 3.1.3. Executives must disclose any conflict of interests with regard to their position within Parksons Packaging Ltd.

3.2. Employee Commitment to Ethics

- 3.2.1. Parksons Packaging Ltd employees will treat everyone fairly, have mutual respect, promote a team environment and avoid the intent and appearance of unethical or compromising practices.
- 3.2.2. Every employee needs to apply effort and intelligence in maintaining ethics value.
- 3.2.3. Employees must disclose any conflict of interests with regard to their position within Parksons Packaging Ltd.
- 3.2.4. Employees will help Parksons Packaging Ltd to increase customer and supplier satisfaction by providing quality products and timely response to inquiries.

3.3. Company Awareness

- 3.3.1. Promotion of ethical conduct within interpersonal communications of employees will be rewarded.



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Parksons Packaging Ltd will promote a trustworthy and honest atmosphere to reinforce the vision of ethics within the Company.

3.4. Maintaining Ethical Practices

- 3.4.1. Parksons Packaging Ltd will reinforce the importance of the integrity message and the tone will start at the top. Every employee, manager, director needs to consistently maintain an ethical stand and support ethical behavior.
- 3.4.2. Employees at Parksons Packaging Ltd should encourage open dialogue, get honest feedback and treat everyone fairly, with honesty and objectivity.
- 3.4.3. Parksons Packaging Ltd has established a best practice disclosure committee to make sure the ethical code is delivered to all employees and that concerns regarding the code can be addressed.

3.5. Unethical Behavior

- 3.5.1. Parksons Packaging Ltd will avoid the intent and appearance of unethical or compromising practice in relationships, actions and communications.
- 3.5.2. Parksons Packaging Ltd will not tolerate harassment or discrimination.
- 3.5.3. Unauthorized use of company trade secrets & disclosure to any third party about information integral to the success of our company will not be tolerated.
- 3.5.4. Parksons Packaging Ltd will not permit impropriety at any time and we will act ethically and responsibly in accordance with laws.
- 3.5.5. Parksons Packaging Ltd employees will not use corporate assets or business relationships for personal use or gain.



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Parksons Packaging Ltd allows its worker/supplier to directly contact the Human resource dept. of Parksons Packaging Ltd. if misconduct & policy breaches (whistle blowing) occur. Facility has provided suggestion boxes for worker/Supplier, they can report misconduct & policy breaches through this channel also. All reports of illegal and dishonest activities will be promptly submitted to the Head of Human Resources who is Responsible for investigating and coordinating corrective action.

4. Enforcement:

- 5.1 Any infractions of this code of ethics will not be tolerated and Parksons Packaging Ltd will act quickly in correcting the issue if the ethical code is broken.
- 5.2 Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.

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