

## Ethics and Code of Conduct

At Traylor, we endeavor to provide a safe, productive, and rewarding work experience. We value employee thoughts and feedback and want to ensure appropriate mechanisms through which to share them.

We have engaged Ethical Advocate, an organization that specializes in promoting ethical culture and behavior in the workplace, to work with us in developing systems and communications to promote integrity, ethics, openness, and the ability to quickly react to suggestions, feedback, and concerns in our workplace.

Ethical Advocate provides anonymous and confidential incident reporting through a toll-free number - 866-895-1491 - specifically for Traylor employees and via a fully secure website: <https://traylor.ethicaladvocate.com>. The system works in English and Spanish. You can call or log on with an anonymous user name and password, which you should retain in order to track the status of your report or to provide additional information.

Corporate Code of Conduct - The successful business operation and reputation of Traylor are built upon the principles of fair dealing and ethical conduct of our employees. We are honest and ethical in all of our business dealings. Our reputation for integrity and excellence requires careful observance of the spirit and letter of all applicable laws and regulations, as well as a scrupulous regard for the highest standards of conduct and personal integrity. Thus, employees owe a duty to the Company, its customers, and the general public to act in a way that will merit trust and confidence. Our goal in this regard is to promote an organizational culture that encourages ethical conduct and commitment to compliance with the law.

To protect and enhance our reputation, the Company requires its employees to fully comply with all applicable laws and regulations and to refrain from any appearance of having engaged in any illegal, dishonest or unethical conduct. The Company further requires that all employees be guided by the highest standard of conduct in their business contacts and relationships.

To view a full copy of the Code of Conduct, click on the document to the right: [Code of Conduct](#)