

October 1, 2020

Dear Supplier:

Consolidated Nuclear Security, LLC (CNS) values the business and trust of the suppliers and subcontractors that provide materials and services for the Y-12 National Security Complex in Oak Ridge, Tennessee, and the Pantex Plant in Amarillo, Texas. Suppliers and subcontractors are an integral part of CNS's goals and objectives, and the support demonstrated in helping CNS achieve those goals and objectives is appreciated.

A key factor in the success of CNS is a well-founded reputation for maintaining the highest standards of professional and ethical conduct. As the holiday season approaches, please be reminded of CNS's commitment to conducting all business activities in compliance with the highest standards of professional and ethical conduct, including our own ethical standards and those of our suppliers, subcontractors, and customers, as well as applicable laws and regulations.

CNS policy requires that business be conducted in a manner to avoid even the perception that favorable treatment was sought or received as the result of a gift, gratuity, entertainment, or similar transaction. Such gifts could be perceived as bribes and could damage CNS's reputation or even break the law. It is understood that offering occasional business courtesies of nominal value is intended as a gesture of good will. However, to minimize the potential for misunderstanding or even the appearance of improper conduct at CNS, offers of anything other than those of a very nominal amount (less than \$20) that are clearly of a promotional nature (e.g., hats, pens, or paperweights with a company logo on them) are discouraged. Gifts of perishable food items are discouraged and gifts of money (e.g., cash or items with cash value like gift certificates/cards) may not be given or received under any circumstances. The cooperation of CNS suppliers and subcontractors in this regard is greatly appreciated.

CNS has Ethics and Employee Concern Offices that oversee a vigorous company-wide effort to promote ethical business behavior. The Ethics Helplines (865-576-1900 at Y-12 and 806-573-6777 at Pantex) are available to provide guidance to CNS employees, suppliers, and subcontractors about gifts and other policy issues and to offer a confidential mechanism for reports of possible improper or illegal activity. Questions or concerns may also be directed to the undersigned.

In closing, the responsibilities for ensuring ethical business standards are met have been stressed to CNS employees, and it is requested that the contents of this letter be conveyed to supplier and subcontractor employees who deal with CNS. On behalf of CNS, best wishes for a happy and safe holiday.

Sincerely yours,

Scott E. Clemons

Supply Chain Business Manager

c: J. Eaton  
J. R. Trichel