



Workplace Conduct Policy

WHAT IS THIS POLICY FOR?

To outline standards of conduct for the workplace.

WHO IS THIS POLICY FOR?

This policy applies to all Belden associates, subsidiaries and affiliates in all business platforms in the United States.

OVERVIEW

Belden's goal is to provide associates with a workplace that promotes cooperation, efficiency, and productivity so that all employees can work together to successfully meet our business goals. This type of positive workplace requires a professional standard of behavior and treatment of others.

Following are examples of conduct which violate our standards of workplace conduct. This list is not intended to be complete or exhaustive. If you engage in the conduct listed or in conduct the Company feels is inappropriate, you will be subject to disciplinary action, up to and including termination of employment.

- Insubordination
- Dishonesty
- Lack of judgement and/or poor decision making and/or unprofessional behavior
- Unauthorized use, removal or destruction of Company property or the property of other employees
- Failure to safeguard company assets
- Violation of safety rules or failure to follow safety procedures
- Possession, sale or use of intoxicants or illegal drugs on Company premises, in Company vehicles or while on Company business
- Reporting for work or working while intoxicated, under the influence of illegal drugs or intoxicants, or otherwise unfit for duty;
- Threatening, intimidating, or abusive language or actions
- Unwelcome physical or sexual behavior, sexual harassment, or harassment based upon an employee's membership in any protected class



- Falsification of Company records
- Off duty conduct which, in the Company's view, interferes with performance, is disruptive, or negatively reflects on the reputation of the Company or its employees
- Failure to get along with other employees or behave in a cooperative and constructive manner
- Fighting or horseplay
- Excessive tardiness or excessive unexcused and unprotected absences
- Violation of any Company rule, policy or practice, whether written or unwritten

An employee's overall record is typically considered in evaluating the disciplinary action appropriate for the setting. The Company will determine the facts, whether discipline is warranted and what level of discipline, including discharge, is warranted. We believe our rules and expectations are clear. If, however, you have any questions concerning the application or intent of these rules, please consult your manager.

