



Armor Steel Buildings, Inc. and Affiliates
www.ArmorSteelBuildings.com
1.877.772.7667

EMPLOYEE CODE OF ETHICS

As an Employee of “Armor Steel Buildings, Inc. and affiliates, I have read and understand the Companies commitment to their Definite Major Purpose and the Biblical standards of honesty, integrity, and wisdom. I realize that my thoughts, words, actions and attitudes reflect who I am in my personal, family and business life. I also realize that my words, attitudes and actions affect not only other employees and customers but also will influence the perception of new employees, customers as well as the public of who Armor Steel Building is. Therefore I agree to abide by the following principles:

- I will uphold and follow the policies and procedures as stated from time to time in the Armor Buildings manuals and other literature, observing not only the letter, but the spirit of the policies and procedures.
- I will present myself, all products, availability of products, warranties and services to my customers and prospects in a truthful and honest and un-exaggerated manner and I will make only representations and claims as authorized and approved by Armor Buildings.
- I will be courteous and prompt in handling any and all customer request or complaints, following procedures as prescribed in the Armor Buildings Manuals.
- I will conduct myself in such a manner as to reflect only the highest standards of integrity, honesty, and responsibility; because I recognize that my actions as an Armor Employee have far-reaching effects, not only on my customers, but also on other employee’s customers as well as the public eye.
- I have read the study guide and agree to be faithful in the little things, giving myself and my employer my best efforts at all times to provide the best advancement opportunity possible for myself and other employees.
- I will accept and carry out the various pre-scribed responsibilities of an Armor Steel Buildings employee and as I progress to such levels of responsibility; the roles and responsibilities of an effective manager.
- I will use only authorized and approved literature in marketing or representing any particular product, opportunity or the corporation.
- I have read and fully understand the non-compete section of my employee agreement and accept and respect the responsibility of the confidential and proprietary training and information I will receive.

NAME PRINTED

SIGNATURE:

DATE:

I completely understand and will adhere to all the items outlined in this code of conduct.