

Code of Business Ethics & Conduct

Baker Concrete Construction, Inc.

Welcome



“At Baker, we are fully committed to our word. I will not take “one thin dime” at the risk of injuring any of our co-workers or damaging Baker’s great reputation in the industry. I expect the same of you.”

Dan Baker

Welcome



“It takes twenty years to build a reputation, and five minutes to destroy it. If you think about that, you’ll do things differently.”

Warren Buffett

Objectives\Agenda

- 1. Awareness** – Establish how Baker’s Code of Business Ethics and Conduct applies to everyday work situations
 - Read and discuss Baker’s Code of Business Ethics and Conduct
- 2. Role** - Understand role in protecting Baker’s reputation and lowering its risk through compliance
 - Review scenarios and discuss action pursuant to the Code
- 3. Process** - Assisting in enforcing the Code and how your assistance in this process is invaluable
 - Hotline number/ “no retribution” policy

What are Business Ethics?

- Involves knowing difference between right and wrong and choosing right even when it's difficult
- Relates to organization's culture
 - How people do business
 - How the organization rewards/holds coworkers accountable for following/violating the ethics standards

Company X's Stated Values

Respect

We treat others as we would like to be treated ourselves. We do not tolerate abusive or disrespectful treatment. Ruthlessness, callousness and arrogance don't belong here.

Integrity

We work with customers and prospects openly, honestly, and sincerely. When we say we will do something, we will do it; when we say we cannot or will not do something, then we won't do it.

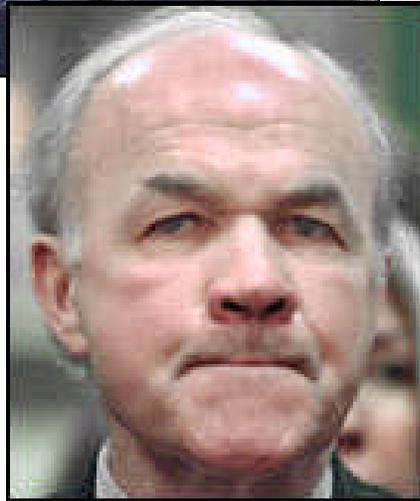
Communication

We have an obligation to communicate. Here, we take the time to talk with one another and to listen. We believe that info is meant to move and that information moves people.

Excellence

We are satisfied with nothing less than the very best in everything we do. We will continue to raise the bar for everyone. The great fun here will be for all of us to discover just how good we can really be.

Enron Corp. Ethics Policy



VALUES

- Respect
- Integrity
- Communication
- Excellence

Tyco Corp. Mission & Goals



Tyco Goals

What We Seek to Achieve

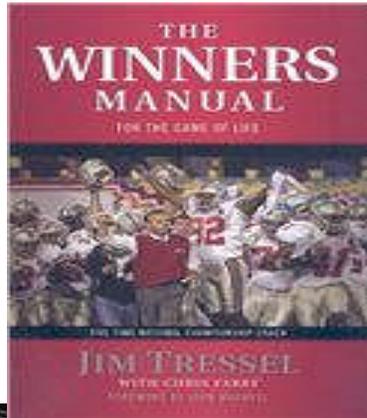
Governance

“Adhere to the highest standards of corporate governance by establishing processes and practices that promote and ensure integrity, compliance, and accountability.”

2002 Tyco CEO is charged with fraud and tax evasion

2005 CEO is sent to prison for up to 25 years

Jim Tressel's "Big Ten" Ethics



- Attitude
- Discipline
- Faith
- Handling Adversity & Success
- Excellence
- Love
- Toughness
- Responsibility
- Team
- Hope



The More Things Change, The More they Stay the Same!

- "...He who permits himself to tell a lie once, finds it much easier to do it a second and third time, till at length it becomes habitual; he tells lies without attending to it, and truths without the world's believing him. This falsehood of the tongue leads to that of the heart, and in time depraves all its good dispositions." --
Thomas Jefferson, Aug. 19, 1785 letter to
Peter Carr

Baker's Mission & Core Values

MISSION

To be the preeminent concrete construction company through continuous improvement and our commitment to the following:

- ▲ Safety ▲ People
- ▲ Quality/Service
- ▲ Customer ▲ Value

We will move forward with balance and make lasting contributions to our people, communities and the construction industry.



CORE VALUES

INTEGRITY

GOLDEN RULE

EXCELLENCE

COMMUNICATION

SPECIAL FORCES
WORK ETHIC

LEARNING

TEAMWORK

GOALS

PEOPLE

- Be the employer of choice
- attract, recruit and hire the best ▲
- develop and retain talent ▲
- no-gap philosophy ▲
- value diversity ▲

CUSTOMER

- Build lifelong professional relationships
- be the contractor of choice ▲
- be partners with our customers ▲
- we are a customer focused team ▲

GOALS

SAFETY

- Our goal is zero injury: no accident is acceptable
- ▲ think zero injury
- ▲ plan safety
- ▲ communicate safety
- ▲ execute safety

QUALITY/SAFETY

Deliver high-quality workmanship and service

VALUE

Vigilance over cost and productivity



Setting Ethical Standards

“Maintain consistency between your beliefs and your behavior- walk your talk!”

-Granite Construction Code of Conduct

“Make sure your toes match your tongue”

-Dan Baker

Setting Ethical Standards

How do we set standards?

1. We must all take ownership of and prioritize the safety, health, and welfare of our fellow co-workers and the public
2. We should only perform work where we know what we are doing and can do so with excellence
3. We must perform our respective duties and responsibilities as loyal co-workers of Baker and its customers

Setting Ethical Standards

4. We must all take personal responsibility for upholding and perpetuating Baker's reputation for integrity in the construction industry
5. We must all help to strengthen Baker's reputation by providing the best and most professional service to our customers and to the community

Seven Key Areas

- I. Concern for Safety, Health, and Welfare of co-workers and the Public
- II. Concern for Quality
- III. Acceptance and Performance of projects
- IV. Relationships with our customers
- V. Integrity of Baker and the Construction Industry
- VI. Promotion of Baker's Reputation
- VII. Reporting of Violations and Enforcement of this Code

Working in a small group

- Take a few minutes to read through assigned section of the Code and discuss with your team members
- In 5 minutes, summarize the content to present to the rest of the class
- Choose a spokesperson to present your summary

Workplace Scenario 1

You work at a Federal government project and have an opportunity to participate in a hunting trip with various individuals from the jobsite. The vendor has also invited the Contracting Officer and reps from the general contractor.

- What factors should you consider in deciding?
- What do you think is the best course of action? Why?

Workplace Scenario 2

You are at a project site and learn that a co-worker is falsifying either his timesheet or expense report.

- How should you handle this situation?

Workplace Scenario 3

You work at a jobsite and observe something unsafe happening that threatens the safety of your fellow co-workers or others on site. You have approached your supervisor earlier about similar unsafe practices but he/she rejected your concern and told you to “shut up, get back to work or lose your job!”

- What do you do?

Reporting Violations

- **Expectations** - Baker is counting on every co-worker to report any activity that violates the Code of Ethics
- **Safe Reporting** - All co-workers making a good faith report of a suspected violation will do so without fear of “getting into trouble”
- **Reporting Options** - If a co-worker feels uncomfortable reporting a violation to their direct supervisor/manager, they should call HR or use the anonymous hotline or Internet site



Reporting Violations

Reporting via the Hotline
(800) 896-1931

Reporting via the Internet

www.reportlineweb.com/bakerconcrete



Conclusion

Questions?