



• **Supplier Announcement**
2022 Policy Reminder

November 8, 2022

Valued General Atomics (GA) Supplier,

Thank you for the services and support your company provided to GA in 2022.

Policy Reminders

GA's policy is to comply with all laws governing its domestic and foreign operations, and to conduct its affairs in keeping with the highest moral, legal, and ethical standards. GA expects the same commitment to lawful, moral and ethical behavior from the companies we procure goods and services from.

Our Code of Business Ethics and Standards of Conduct prohibits all GA employees and representatives who transact company business, or who are able to influence company business, from accepting supplier sponsored entertainment, reimbursements for travel, hotel expenses or speaker fees; any financial favors, loans or other compensations; or gifts or gratuities. The only exception to this policy is advertising novelties of a nominal value marked with your company name.

As well, our [Supplier Code of Conduct](#) prohibits Suppliers from offering, soliciting or accepting (directly or indirectly) any gratuity, gift, favor, entertainment, loan, or anything of monetary value when dealing with GA representatives.

Non-compliance with these standards could result in disciplinary action of the GA employee, and possible loss of business to the supplier.

End-of-Year Receiving Operations

In preparation for the end-of-year, we ask that you do not schedule any shipments for receipt at GA from December 24, 2022, through January 2, 2023, unless you are specifically instructed to do so by a GA Purchasing Representative. GA will be open during this time, but with only a minimum level of support.

Again, thank you for your support in 2022. From the entire GA Team, best wishes for your continued success in 2023.

General Atomics