# Table of Contents

Mission And Values ................................................. 3
Strategic Objectives ................................................. 4
Corporate Responsibility Focus Areas .............................. 6
  Customers ..................................................... 6
  Employees ................................................... 7
  Suppliers ..................................................... 9
  Our Industry ................................................ 11
  Innovation ............................................... 12
Environmental Policy .............................................. 13
Code Of Business Conduct ........................................ 15
 Manufacturing Locations ....................................... 18
Management / Shareholders ..................................... 19
CORPORATE RESPONSIBILITY

Corporate responsibility is an integral part of the Mountville Mills business philosophy and strategy. We are fully committed to the highest ethical and environmental business practices along with regulatory compliance. Our corporate values are the driving force behind our business. We are 100% committed to doing the right thing, doing what is best for our customers and constantly improving.

MISSION AND VALUES

MISSION STATEMENT
Our mission is to be the preferred global supplier of matting products and the preferred domestic producer of specialty rubber compounds, while providing our customers the highest level of professionalism and satisfaction. We are dedicated to innovation to meet the evolving needs of our customers. We will earn and maintain the trust of our customers, suppliers and employees through honest and ethical conduct.

CORE VALUES

- Do the right thing.
- Do what is best for the customer.
- Have a constant desire to improve.
STRATEGIC OBJECTIVES

FINANCIAL

- Sustainable and consistent organic growth.
- Maximizing return on capital investments.
- Maintaining a strong and conservative financial position.
- Improving operational efficiency.
- Strategic acquisitions.

NON-FINANCIAL

- We have a moral obligation to keep our employees safe.
- Hire, train develop a diverse range of talent within our business.
- Environmental stewardship.
- Leadership in technological innovation.
- Provide the highest level of professionalism and satisfaction.
CONSTANT DESIRE TO IMPROVE

One of our core values is the constant desire to improve. Mountville has a long history of reinvesting in our people, processes and technological innovations. The company has a 20-year history of training and developing future leaders through its Management Trainee program. Mountville has also had more than 40 years of an employee profit sharing and investment plan for every employee. The company is committed to process improvement to reduce waste and off-quality while providing the fastest shipping times in the industry. Mountville makes significant capital investments in machinery and technology in every manufacturing facility each year. We are fully dedicated to creating a long-term and sustainable culture that will provide our customers new innovations, quality products and the highest levels of satisfaction.

The Mountville Mills mobile app allows customers to easily submit proof sketches for logo mats.
CORPORATE RESPONSIBILITY
FOCUS AREAS: CUSTOMERS

With “Do what is best for the customer” as one of our core values, it is no secret that we are a customer-centric business. We truly understand that the only way for us to be successful is for our customers to be successful. It is through this mentality that we are constantly striving for new ways to reduce our customers costs, maximize their profits and exceed their expectations.

100% CUSTOMER SATISFACTION
When we say 100%, we mean 100%. Because we know the importance of building trust with our customers, we take pride in offering a guarantee that is unlike any other. We offer our customers an unconditional guarantee: If for any reason and at any time, our customers are not 100% satisfied with our products, we will replace the goods or refund their money.

PRODUCT TRAINING
Each of our customer service agents and sales representatives are thoroughly equipped to train our customers’ team members on our complete product line. Our unique Route Building program gives our representatives an opportunity to work one-on-one with members of your salesforce to maximize your mat application opportunities and ultimately grow your revenues and profits.

INNOVATIONS
With today’s fast changing technological advancements, it is important to continuous innovate in order to make your customers experience as smooth as possible. Key innovations such as our ‘Mountville Mobile App’ and comprehensive website portal and interface streamline the customer’s experience by providing them with real-time information on all of their orders. Mountville has also made significant investments and all of our products have a built in unique identifier in each product, so every product can be tracked through the manufacturing process.
CORPORATE RESPONSIBILITY FOCUS AREAS: EMPLOYEES

Mountville has more than 1000 employees and they are the backbone of the entire organization. We have a very diverse and skilled workforce that is committed to our corporate culture and company values. All of our employees must have an appropriate understanding and passion for providing our customers with top-level products and service. In order for us to build a sustainable workforce, we strive to create an environment where employees want to work and where employees are given a vast amount of opportunities across several departments to ensure that they find the work area that best suits their passion and skillset. Mountville aims to provide people with a role and work environment that is safe, enjoyable, and growth oriented.

HEALTH AND SAFETY
We have a moral obligation to provide our employees a safe and healthy working environment. Safety is our highest priority and our greatest responsibility. We take safety in the workplace serious and we take pride in making sure that no one’s health or well-being is in jeopardy regardless of the department or work area. Mountville works with external safety consultants and we routinely have safety audits in every department on a frequent basis.

EQUAL OPPORTUNITIES
Mountville fully supports and is committed to the diversity of our workforce. We provide equal opportunities to all qualified employees and applicants. We do not unlawfully discriminate on any basis, including, but not limited to, race, color, sex, sexual orientation, religion, national origin, marital status, age, disability or veteran status, in any personnel practice, including recruitment, hiring, training, promotion, and discipline.
RECRUITING AND HIRING
Our future employees will be the leaders of our future. We maintain a disciplined and well-structured recruiting process for all of the positions in our company. Mountville also follows strict hiring guidelines with the goal of recruiting the best and most qualified people to join our company and serve our customers.

MANAGEMENT TRAINEE / INTERNSHIP PROGRAMS
Each of our customer service agents and sales representatives are thoroughly equipped to train our customers’ team members on our complete product line. Our unique Route Building program gives our reps a chance to work one-on-one with members of your salesforce to maximize your mat application opportunities.

A management trainee greets customers as they arrive for a facility tour.
CORPORATE RESPONSIBILITY FOCUS AREAS: SUPPLIERS

A commitment to long-term sustainable relationships is not limited to our customers, but relates directly to our suppliers as well. Each of our vendors is held to the same standard we hold ourselves to, ensuring that people and processes are directly in line with our own expectations.

We audit all our suppliers in order to evaluate their compliance in each of the key areas listed below:

- Certified Quality System
- Internal audit processes
- Certified Environmental Management System
- Compliance with local environmental regulations
- OSHA Compliance

Mountville Mills and its subsidiaries are responsible to source goods, services and utilities in a matter that achieves value for our customers, organization and the environment. We are committed to generating a positive impact on our society and the economy, while minimizing and eliminating our environmental impact. We are committed to improving our environmental performance as an integral and fundamental part of our business strategy and operating methods. Below are the key components of our sustainable procurement policy.
ECONOMIC IMPACT OF SUSTAINABILITY TO BE CONSIDERED BUT NOT LIMITED TO:
- Continuous Innovation
- Ethical trade
- Responsible financial management
- Long-term business view

ENVIRONMENTAL IMPACT OF SUSTAINABILITY TO BE CONSIDERED BUT NOT LIMITED TO:
- Recycle all waste into new products when possible
- Develop new products with a high level of recycled content and recyclability
- Optimization of manufacturing processes to minimize resource consumption
- Offer a fully recyclable product to minimize fossil fuels
- Certification: REACH compliance, Oeko-Tex compliant

SOCIAL IMPACT OF SUSTAINABILITY TO BE CONSIDERED BUT NOT LIMITED TO:
- Responsible global citizen
- Safety & Health at Work
- Human rights
- Diversity

USE OF BEST PRACTICES
- Toxics in Products: REACH compliant where applicable.
- Data Collection and Reporting: Suppliers may be requested to report their environmental attributes of their products.
- Purchasing Personnel Responsibilities:
  - Educate all suppliers of the environmental responsibilities of Mountville Mills
  - Collaborate to develop environmentally friendly and recyclable products
  - Collaborate with marketing/sales to help educate end users about the impact of product choices.
  - Compile data regarding environmental attributes of products
  - Ongoing reviews of internal processes and suppliers
CORPORATE RESPONSIBILITY
FOCUS AREAS: OUR INDUSTRY

At Mountville, we strive to be an integral piece of the industry and its involvement with government regulations and standards. As an industry, it is important for us, as a whole, to fight for the future of our businesses and the families that are affected through our employment.

TEXTILE RENTAL SERVICES ASSOCIATION
Mountville has been a member of TRSA since 1980. Members of our team have held positions on several different TRSA committees and Owner/CEO David Hart has served on the TRSA Board of Directors.

NATIONAL FLOOR SAFETY INSTITUTE
In an effort to continually provide our industry with products that maximize the safety of all individuals, we have received NFSI certification on over 85% our product line. In addition, Mountville and its subsidiaries have taken efforts for members of our sales staff to become Certified Walkway Auditors to help educate insure members on the importance of traction for all floor surfaces and areas of foot traffic.

AMERICAN NATIONAL STANDARDS INSTITUTE
In conjunction with our efforts to work with NFSI, we have been able to aid and support the development of ANSI standard B101.6 ‘Safety Requirements for Slip, Trip and Fall Prevention.’ With this standard, our industry has definitive measurements and guidelines to share with customers in order to boost the overall awareness of floor safety in any type of facility.

ISO 9001 CERTIFICATION
Mountville Rubber Co. is an ISO 9001 certified company to ensure our processes meet the quality and consistency that is demanded from ourselves and our industry.

AMERICANS WITH DISABILITIES ACT
Along with the many other standards and certifications, we take pride in our compliance with the ADA and ensuring that all of our products maintain the integrity and do not interfere with any existing accessible options for those with disabilities.
CORPORATE RESPONSIBILITY
FOCUS AREAS: INNOVATION

Innovation is one of the key components to our past and future success. We believe innovation has and will continue to be a crucial component to the success of our business. Whether it’s the ever-changing demands of end users, the rapidly evolving technological advancements to equipment and software, or simply adjustments to the costs of raw materials, we work tirelessly to accommodate to each of these areas so that our customers are given the most complete product on the market.

RESEARCH AND DEVELOPMENT
With such an emphasis on innovation, Mountville has a specific division dedicated to the research and development of new products, raw materials and processes.

QUALITY CONTROL LABS
Mountville maintains three quality control labs across Georgia facilities to ensure not only our raw materials, but our finished products meet the requirements set in place. Each manufacturing facility has an extensive quality control process that tests incoming raw materials and finished goods.

Lab technician reviews a rubber analysis in one of our quality control labs.
ENVIRONMENTAL POLICY

Mountville Mills is committed to reducing our environmental impact and continually improving our environmental performance as an integral and fundamental part of our business strategy and operating methods.

OUR POLICY IS TO:

• Wholly support and comply with or exceed the requirements of current environmental legislation.
• Minimize our waste and then reuse or recycle as much of it as possible.
• Minimize energy and water usage in our buildings and processes in order to conserve supplies, and minimize our consumption of natural resources.
• Apply the principles of continuous improvement in respect of air, water, noise and light pollution from our premises and reduce any impacts from our operations on the environment and local community.
• Purchase products and services that do the least damage to the environment and encourage others to do the same.
• Assess the environmental impact of any new processes or products we intend to introduce in advance.
• Ensure that all employees understand our environmental policy and conform to the high standards it requires.
• Address complaints about any breach of our Environmental Policy promptly and to the satisfaction of all concerned.
• Update our Environmental Policy annually in consultation with staff, associates and customers.
GREEN BUILDING COUNCIL
Mountville is a proud member of U.S. Green Building Council which promotes healthy work environments through LEED certification, or Leadership in Energy and Environmental Design. Our partnership with the Green Building council allows us to aid in the support of government regulations and policies that advance more environmentally friendly facilities.

MAT RECYCLING PROGRAM
Mountville is pleased to offer our customers the capability of recycling all obsolete or worn out rubber backed mats. We certify that none of the mats returned will be sent to a landfill. The obsolete mats will be ground up and either renewed in non-launderable mats or converted for use as boiler fuel.

ECO PRODUCT LINE
Mountville and its subsidiaries show their commitment to environment through product offerings, like the ones listed below, that contain a recycled content level of 50% or greater.

- **Waterhog Plus™** - fabric made from 100% post-consumer recycled content
- **Enviro Plus™** - 89% of total product is constructed from post-consumer recycled content
- **Colorstar™** - yarn contains 50% post-consumer recycled content
CODE OF BUSINESS CONDUCT

Mountville Mills, Inc. and its directors, officers and employees have committed to conduct Mountville’s business in accordance with the highest ethical standards. This Code applies to Mountville, as well as all divisions of Mountville Mills, and to all directors, officers, and employees of each. It is essential that we conduct ourselves at all times with integrity and in full compliance with the laws and regulations that govern our business activities.

All references to “Mountville” or the “Company” include Mountville Mills and all divisions unless otherwise specified. All references to directors, officers and employees include directors, officers, and employees of Mountville Mills, and its subsidiaries and divisions. Failure to read and/or acknowledge this Code does not exempt a director, officer or employee from his or her responsibility to comply with this Code, applicable laws, regulations and all Mountville policies and guidelines that are related to his or her job and/or duties.

This Code reflects Mountville’s commitment to ethical business practices and regulatory compliance. It summarizes the principles and policies that guide our business activities. This Code is not meant to replace our detailed policies; it enhances our current policies and is a statement of our principles in a number of important areas. This Code is not intended to cover every applicable law or provide answers to all questions that might arise. Rather, it provides some guidelines for meeting ethical and legal obligations.

RESOLUTION PROCESS

In most situations, our values and integrity will guide us to the right decision. However, we must always keep in mind how our actions affect the credibility of our organization as a whole, and for this reason, our business ethics must reflect the values and standards of conduct outlined in this Code.

Ethics are not always black and white issues. Sometimes they are obvious. For example, stealing and cheating are obvious violations. But other issues are not so obvious and require additional judgment. Whenever you are confronted with an issue or business decision that is not as clear cut, ask yourself these questions for guidance:

- Will this action endanger anyone’s life, health or safety?
- Is it legal?
- Will I be violating either a law or a company policy?
- Is it honest in every respect?
- How will my actions make me feel about myself? Will it make me proud or ashamed?
- How will I feel if my actions were disclosed to the media?
- How will I feel if my family knows about it?
If you are still not sure how to proceed after considering these questions or wish to report questionable behavior and/or a possible violation, you should promptly:

- Try to resolve the concern through the standard management channels or your human resource representative.
- If resolution through standard management channels is not appropriate or you have already taken these steps and the issue was not adequately resolved, you may use the anonymous employee Hot Line at 866-458-7188. This Hot Line is totally anonymous and is totally independent from Mountville, being administered by a company called The Network. Their dedicated, toll-free phone line is available to you 24 hours a day, 7 days a week, 365 days a year, and is staffed with trained multi-lingual professionals to take your calls, in confidence, and report your concerns to the appropriate Mountville manager for appropriate action.

**NO RETALIATION**
Mountville will handle all inquiries discreetly and make every effort to maintain, within the limits allowed by the law, the confidentiality of anyone requesting guidance or reporting questionable behavior and/or a possible violation. It is Company policy to ensure that no retaliation occurs as a result of any employee raising a business conduct or ethical issue or reporting a perceived violation of Company policy or the law.

**STANDARDS OF BUSINESS CONDUCT & SOCIAL RESPONSIBILITY**
We are committed to interacting with our customers, employees, competitors, coworkers, shareholders, vendors, government and regulatory agencies, and the communities in which we operate in a respectful, ethical manner and in full compliance with all regulatory requirements.

*Compliance with Laws, Rules and Regulations.*
We strictly obey the laws and regulations that govern our businesses. We are responsible for understanding these laws and regulations as they apply to our jobs and for preventing, detecting, and reporting instances of non-compliance.

*Employment Practices and Expectations.*
Mountville treats all of its employees with dignity and respect. We provide pay and benefits competitive within our industry and the labor markets in which we operate and consistent with individual performance. A diverse workforce is essential to our business success. All employees are expected to respect and value the contributions that people of different characteristics, experiences and backgrounds offer. Mountville supports the diversity of its workforce and is committed to providing equal employment opportunity to all qualified employees and applicants. We do not unlawfully discriminate on any basis, including, but not limited to, race, color, sex, sexual orientation, religion, national origin, marital status, age, disability or veteran status, in any personnel practice, including recruitment, hiring, training, promotion, and discipline.
Mountville does not tolerate harassment in any form, including, but not limited to, sexual harassment, verbal abuse, intimidating behavior, threats or assault. We take allegations of harassment and unlawful discrimination seriously and address all such concerns that are raised regarding this policy.

Mountville does not use any form of forced labor nor does the company employ any workers who do not meet the minimum legal age requirement. All employees are offered the appropriate employment leave and holidays required by law, or that meet the industry standard.

**Safety, Health and Environment.**
A safe and clean work environment is important to the well-being of all employees. Mountville endeavors to comply with applicable safety and health regulations and appropriate practices and to comply with all environmental laws, regulations and policies in order to be a responsible steward of natural resources.

**Workplace Violence.**
Mountville does not tolerate threats, intimidation, aggressive behavior, physical harm, or other violence of any kind. If you believe that your safety, or that of any other employee, is in jeopardy, contact your supervisor, manager or HR representative immediately. You may not have weapons, licensed with a government permit or not, of any kind on company property.

**Drugs and Alcohol.**
Mountville maintains a work environment free of drugs and alcohol. The use of drugs, including tobacco, and alcohol on the job can endanger your life as well as the life of others. The use, transfer, sale or possession of illegal drugs, alcohol or other controlled substances is prohibited. Tobacco, in any form, is prohibited on company property, including parking areas. Violation of this policy will result in disciplinary action up to, and including, termination.

**SUMMARY**
Mountville Mills is committed to high standards of ethics on issues of business conduct, business ethics and social responsibility. Mountville and its subsidiaries seek to conduct business in an ethical and moral manner in all countries in which we have the privilege to work.
MANUFACTURING LOCATIONS

PLANT 1 - MAT MANUFACTURING FACILITY
Lagrange, GA
250,000 square feet

PLANT 2 - MAT MANUFACTURING FACILITY
Lagrange, GA
185,000 square feet

PLANT 3 - RUBBER MANUFACTURING FACILITY
Lagrange, GA
32,000 square feet

PLANT 4 - RUBBER MANUFACTURING FACILITY
Lagrange, GA
84,000 square feet

ANDERSEN PLANT - MAT MANUFACTURING FACILITY
Dalton, GA
175,000 square feet

BELGIUM PLANT - MAT MANUFACTURING FACILITY
Ronse, Belgium
66,000 square feet

MOUNTVILLE CANADA - DISTRIBUTION CENTER
Toronto, Ontario
10,240 square feet
MANAGEMENT/SHAREHOLDERS

DAVID HART
Owner/CEO
Mountville Mills, Inc.

SUE EKKEBUS
Owner/
Executive Vice President
Mountville Mills, Inc.

ANNA TURNER
Owner/Vice President, Administration
Mountville Mills, Inc.

KIRK BOSTER
President
Mountville Europe

TYLER FOWLER
President
Mountville USA

MIKE ANDERSEN
President
The Andersen Company

MIKE COFFING
President
Mountville Rubber

MILES WADSWORTH
President
Logo Mats, LLC

ROB SHRIVER
President
Bungalow Flooring

DAVID WATTERSON
Senior Vice President, International Sales
Mountville Mills, Inc.