

Introduction

The Plexus Code of Conduct sets out our guiding principles for conducting our business professionally, fairly, and ethically.

The Code of Conduct applies to all employees of Plexus.

Contract staff, partners, consultants, agents, and suppliers are also required to act consistently with the Code when working with us or acting on our behalf.

Our business processes, policies and procedures support our Code of Conduct – ensuring the Code influences and guides the day to day activities for all those that work with, for, or on behalf of, Plexus.

The Code cannot cover every situation, so if you are unsure of what to do, you must seek advice from a line manager, Senior Manager, or Human Resources team member. This is especially relevant if you suspect that someone is violating the Code and putting Plexus' reputation at risk. It is your duty to speak up and use the Code of Conduct to ensure you always make the right decision.

The Code of Conduct shall be subject to periodic review to reflect relevant changes in the law and/or changes to our policies.

The Code was last amended and adopted by the Plexus Executive Team on **31st May 2017**.

UN Global Compact

Plexus respects and supports all 10 UN Global Compact Principles:

Human Rights

- Businesses should support and respect the protection of internationally proclaimed human rights; and
- make sure that they are not complicit in human rights abuses.

Labour

- Businesses should uphold the freedom of association and the effective recognition of the right to collective bargaining;
- the elimination of all forms of forced and compulsory labour;
- the effective abolition of child labour; and
- the elimination of discrimination in respect of employment and occupation.

Environment

- Businesses should support a precautionary approach to environmental challenges;
- undertake initiatives to promote greater environmental responsibility; and
- encourage the development and diffusion of environmentally friendly technologies.

Anti-Corruption

- Businesses should work against corruption in all its forms, including extortion and bribery.

Our Company Values

Our staff values are the cornerstone to working at Plexus:

- **Pride:** We achieve more by working together and are proud of our work
- **Opportunity:** Ambition and motivation drives our mutual success
- **Safety:** Adopt a real-life approach to safety
- **Goal Orientated:** Empowered to take ownership and responsibility, focused on results
- **Relationships:** Be responsive and focused on developing valuable relationships
- **Inventive:** Encourage innovation and break new ground
- **Positive:** Friendly place to work, great people to work with

Who is Responsible?

Whatever your role with Plexus, we expect you to follow the Code of Conduct in the work you do every day.

Suspicion of corruption or any other unethical conduct should be reported without delay to your line manager, a Senior Manager, or a Human Resources team member. Reporting a concern gives Plexus the opportunity to review and remedy a potential or actual violation of the Code.

Anyone who reports such matters in good faith will be protected. Senior Management is obliged to ensure that such cases are handled in an adequate manner and in accordance with Anti Bribery and Corruption procedures.

Breach of the Plexus Conduct can lead to termination of contract; disciplinary action and/or termination of employment; and may be reported to the authorities.

Senior Management responsibilities

We expect our Managers to act as positive role models for their teams, emphasising the importance of conducting business legally and ethically; and to show leadership in following our Code of Conduct. As one of our Managers you should:

- Understand and follow the Code of Conduct.
- Ensure your team members understand and comply with the Code of Conduct, company procedures and business practices, laws, and regulations.
- Understand the risks that apply to your function.
- Make sure anyone new to your team is briefed on the Code of Conduct, the risks in their role, and where they can seek advice and support.
- Be alert to any violations of the Code, and encourage open communication with your team to speak up if they know of or suspect a violation.
- If you are told of a possible violation of the Code, you have a duty to report it.

Employee responsibilities

We want Plexus to be a great place to work! One of the ways to achieve this is for everyone to follow our core values of honesty, integrity, and respect. As one of our employees you should:

- Understand and comply with the Code of Conduct, company procedures and business practices, laws, and regulations.
- Understand the risks in your role and how to manage them.
- Seek advice when things are not clear.
- Make sure that any third-party contractors, agents, or consultants you work with are aware and understand our Code of Conduct and their responsibilities.
- Speak up. It is your duty to report any suspected violations of the Code.

Partner Responsibilities

We greatly value our relationships with contract staff, partners, consultants, agents, and suppliers.

To protect our reputation with customers and the communities where we work, we expect anyone working with, or on behalf of Plexus, to follow our Code of Conduct. As one of our partners you should:

- Understand and comply with the Plexus Code of Conduct, and laws and regulations of the country where you carry out your day to day activities.
- Understand the risks in your role and how to manage them.
- Make sure that any third-party contractors, agents, or consultants you work with are aware and understand our Code of Conduct and their responsibilities.
- Report any suspected violations of the Code.

Operating Safely

The health and safety of everyone associated with Plexus, our products and our services is our highest priority. We are fully committed to our goal of no harm to people and to protecting the environment. This ethos is embedded in the design and development of our products and delivery of our services.

Everyone that works for us, and everyone we work with, is required to have a robust and positive approach to the management of Health, Safety, and the Environment to ensure compliance with the applicable laws, standards and procedures whilst encouraging a continuous improvement philosophy.

Health, Safety, and Environment

Safety is a core value at Plexus. Our QHSE procedures and business practices provide the guidelines that enable us to operate every day without incident or harm to our people, communities, and the environment.

We expect all those that work with, for, or on behalf of, Plexus to:

- Provide a safe and healthy work environment that supports accident prevention.
- Ensure minimal work place exposure to hazards and health risks.
- Act in compliance with applicable health and safety laws.
- Follow safe work practices including regulatory and contract-specific requirements.
- Instil safety in every aspect of work process, attitude, and behaviour.
- To challenge unsafe acts and behaviours and encourage others to do likewise.
- Conduct operations in an environmentally responsible manner, in accordance with applicable environmental laws and industry best practices.

We are committed to maintaining a high level of performance across the company to become best in class in everything we do, and set targets for QHSE to measure, appraise, report performance levels as well as seeking continual improvement at every opportunity

Resources:

QHSE Policy

Our people

Our people are key to our success. Plexus maintains a culture based on respect and fairness, and values diversity and inclusion.

Equal opportunity

Plexus offers equal opportunities to everyone. We ask that all our employees, contract staff, partners, consultants, agents, and suppliers understand the value of diversity and must not discriminate in any way based on race, colour, religion, age, gender, sexual orientation, gender identity, marital status, disability, ethnic origin, or nationality.

Our work and employment-related decisions are based solely on objective factors, including merit, qualifications, performance, and business considerations.

Harassment-free workplace

Plexus does not tolerate harassment of any kind, and will not tolerate any action, conduct or behaviour which is humiliating, intimidating or hostile. Feedback or criticism should always be delivered in an appropriate and respectful manner. Be aware of cultural sensitivities – what is acceptable in one culture may not be in another.

- Treat others with respect at all times.
- Never physically or verbally intimidate or humiliate others.
- Do not make inappropriate jokes or comments.
- Do not display offensive or disrespectful material.
- Challenge someone if you find their behaviour hostile, intimidating, humiliating or disrespectful.

Protecting personal information

Plexus respects the privacy of its employees and will only take an interest in what employees do outside of work if it affects our reputation or legitimate business interests. We will only use personal information when needed to operate effectively or comply with the law.

Staff Resources:

HR Policy

Anti-Bribery and Corruption Procedure

Bullying and Harassment Procedure

Acceptable Use of IT Procedure

Equal Opportunities Procedure

Ethics

Anti-Bribery and Corruption

Plexus highly values its reputation and to protect this we have a zero-tolerance policy to bribery and corruption. The direct or indirect offer, payment, soliciting or acceptance of bribes in any form is unacceptable and we expect everyone who works with and for Plexus - including employees, suppliers, or third parties - to comply with the anti-bribery and corruption (ABC) laws of the countries where we and they operate. It is important to remember we remain bound by the laws of the UK, including the Bribery Act 2010, in respect of our conduct both home and abroad:

- Never offer, pay, make, seek, or accept a personal payment, gift, or favour in return for favourable treatment or to gain a business advantage. You must not allow anybody else to do so on your behalf.

- Never make facilitation payments. If a facilitation payment has been requested or made, you must immediately report it to your line manager or a Senior Manager. If you make a payment because you genuinely believe your life, limb or liberty is at risk, this is not a facilitation payment but must be reported as if it were.
- Know who you are doing business with by conducting the appropriate due diligence as per the guidelines in the ABC Procedure.
- Dealing with Government Officials poses a greater bribery risk so you must follow the guidelines in the ABC Procedure.
- Report corrupt behaviour; turning a blind eye to suspicions of bribery and corruption can result in liability for Plexus and for individuals.

Gifts and Hospitality

We discourage our staff from accepting gifts and hospitality (G&H) from business partners, or offering G&H to them. You should never allow G&H, offered or received, to influence business decisions.

- You must not, directly or indirectly, offer, give, seek or accept:
 - Illegal or inappropriate G&H, cash, vehicles, personal services, or loans in connection with Plexus business; or
 - G&H where the business partner is absent, or during periods when important business decisions are being made; or
 - G&H that exceed prescribed value limits, unless line manager and other required approvals have been obtained.
- You must register and seek approval for all G&H given or received; within or above the prescribed value limits in the Gifts and Hospitality Register.
- Report declined gifts of cash, or those of an excessive nature, including personal items, that could be perceived as influencing or creating a Conflict of Interest
- Do not offer or pay for G&H to a Government Official constituting additional days of travel to tourist destinations or private visits for family members/guests. Request advanced approval before offering any G&H to a Government Official.
- Before accepting a prize obtained in the course of your role above the prescribed value limits, you must obtain approval from your line manager.

Money Laundering

Money laundering occurs when the proceeds of crime are hidden in legitimate business dealings, or when legitimate funds are used to support criminal activities. Plexus, and all those associated with the company, must ensure compliance with the law.

- Never knowingly deal with criminals, suspected criminals, or the proceeds of crime.
- Follow any due diligence requirement specified by Plexus.
- Ensure business transactions on behalf of Plexus do not involve acquiring, using, or holding monetary proceeds or property acquired with the proceeds of crime.
- Do not hide the origin or nature of criminal property.
- Never facilitate the acquiring, ownership, or control of criminal property.
- If you have knowledge or suspicion that a third party is involved in money laundering in connection with its transaction with Plexus, you must report it. To meet legal requirements, do not let the third party know of your suspicions. Do not falsify, conceal, destroy, or dispose of relevant documents.

Political Activity

Everyone has the right to engage in lawful political activity in their own time. However, to ensure we protect Plexus interests and reputation it is important that individuals keep their personal political activities separate from their role at Plexus.

- Do not use Plexus funds or resources, directly or indirectly, to help fund political activities.
- Plexus funds should not be used to support political action committees.
- Do not use Plexus funds to make political payments under the guise of charitable donations.
- Always make it clear that the political views you express are your own, and not those of Plexus.
- Ensure your participation in any political activity does not involve you or Plexus in a conflict of interest.
- If you are standing for public office, you must consult and gain approval from your line manager.

Anti-Trust

Plexus supports free enterprise and fair and ethical competition. We expect all those working for, and with, Plexus to help combat illegal practices including price fixing, bid-rigging, and anticompetitive or monopoly practices. Do not take part in any inappropriate conversation or agreement with our competitors.

- Never agree with competitors, to fix prices, such as discounts, surcharges, or credit terms.
- Never agree with competitors to reduce or stabilise production, capacity, or output.
- Never agree with competitors to divide up particular customers, accounts or markets.
- You must not rig bids or tenders.
- You must not agree with others to boycott any customer or supplier except in connection with internationally imposed government sanctions.
- Never attempt to set a minimum or any resale price for an independent dealer, distributor or reseller.
- Do not share or receive competitively sensitive information without a lawful reason.
- Do not discuss with competitors any matter on which competitors are not legally permitted to agree.
- All decisions on Plexus pricing, production, customers and markets must be made by Plexus.
- You must leave any industry meetings or event if competitively sensitive issues arise.
- Speak up if you know of any potentially anti-competitive practices or if you are uncertain whether or not practices are legal.

Trade Compliance

Plexus must comply with all applicable national and international trade compliance regulations. Trade compliance includes regulations governing the import, export and domestic trading of goods, technology, software, and services as well as international sanctions and restrictive trade practices.

Failure to comply with the applicable laws could lead to fines, delays, seizure of goods or loss of export or import privileges, as well as damage to Plexus reputation or imprisonment for individuals. It is crucial that you are aware of the requirements and how they apply to your role. By doing so, you are helping the company to continue doing business internationally.

- Always obtain, retain, and communicate correct customs and export control classification on all goods moved internationally. For physical movements of goods and software, valuation and origin information is also required.
- Follow company procedure when travelling with company-owned equipment and hardware, including laptops, smart phones, and other communication equipment.
- Follow company procedures when utilising the services of trade/customs agents.
- Follow company procedures when issuing or executing an End User Certificate.
- Ensure third parties you deal with have been properly screened against sanctions lists.
- Report to your Line Manager when a third party highlights suspicious facts or 'red flags'.
- Do not deal with a sanctioned country or sanctioned party unless specifically authorised. If you are authorised to deal in a sanctioned country or with a restricted or sanctioned party, you must strictly adhere to company guidance.
- Ask for advice when confronted with a restrictive trade request.

Human Rights / Modern Slavery

Plexus complies with the four conventions of the International Labour Organization (ILO) concerning the right to organise, the prohibition of child labour, the prohibition of forced or compulsory labour, and of not allowing discrimination in respect of employment and occupation.

We carry out our business activities in a way that respects human rights and we expect all those who work with, for and on behalf of Plexus to do so.

- We do not employ or otherwise use any child labour.
- We do not use forced labour in any form and our employees are not required to lodge papers or deposits on starting work.
- We provide a safe and healthy workplace.
- We do not discriminate against any employees on any grounds (incl. race, religion, disability, or gender)
- We do not engage in or support the use of corporal punishment, mental, physical, sexual, or verbal abuse and do not use cruel or abusive disciplinary practices in the workplace.
- We pay employees at least the minimum wage and provide all legally mandated benefits.
- We comply with the laws on working hours and employment rights in the countries where we operate.
- We respect the rights of employees to join/form independent trade unions and freedom of association.
- Plexus has an Equal Opportunities Procedure and an appropriate Grievance Procedure to deal with any such breaches.

Whistleblowing

Plexus encourages openness and honesty across the business, and will support anyone who raises a genuine concern in good faith, even if they turn out to be mistaken.

The Company is committed to ensuring no one suffers detrimental treatment as a result of refusing to take part in bribery or corruption, or reporting in good faith their suspicion that an actual bribery, potential bribery, or unethical offence has taken place or may take place in the future.

A member of staff, or member of the public, may wish to raise a concern or report suspected activity in person or anonymously, which will be respected and protected at all times.

Plexus is committed to achieving the highest possible ethical standards in all areas of business and it is company policy to follow up and investigate all reports or concerns in a timely manner.

Resources:

Equal Opportunities Procedure

Modern Slavery Statement

Grievance Procedure

Whistleblowing Reporting and Investigation Procedure

Business Partners

Supplier Code of Conduct

We believe our suppliers are integral to our success and we value suppliers who share our commitment to creating safe, ethical, responsible, and sustainable business practices. We expect our Suppliers to respect the principles set out in our Supplier Code of Conduct and encourage all our Suppliers to work towards embedding the principles defined in the Code, into their workplace and supply chain, to the benefit of their workers, the environment, and the wider society.

Our Supplier Code of Conduct reflects our commitment to the UN Global Compact and our respect for universally recognised standards. We will monitor performance and take appropriate action where we believe our standards are not being effectively applied.

Managing our supply chain

The following processes are in place to ensure we work together with our suppliers and business partners to meet our Supplier Code of Conduct:

- **Communication** – We ensure our approved suppliers have access to and knowledge of our Supplier Code of Conduct. We use clauses in contracts to ensure suppliers are contractually obliged to meet the standards set out in our Supplier Code of Conduct and our ABC Policy for Suppliers.
- **Supplier Evaluation** – We work with suppliers to help identify risk and to implement processes to improve performance and standards.
- **Supplier Monitoring and Audits** – We work with suppliers to help identify non-compliance with our Supplier Code of Conduct, and to develop plans to work with them to achieve the high standards that we expect.

Supplier Code of Conduct Summary:

Responsible Business Behaviour - We expect our Suppliers to conduct business in an ethical and lawful manner and act with integrity and in compliance with all applicable laws.

Anti-Corruption - We expect our Suppliers to avoid participation in or knowingly benefit from, any kind of corruption, extortion, or bribery.

Health and Safety - We expect our Suppliers to provide a safe and healthy working environment for all their employees; to have effective health and safety management systems in place; to continuously work to reduce health and safety risks in the workplace; and to educate, train and protect all employees from any harm arising from workplace activities.

Products Liability - We expect our Suppliers to exercise due diligence when designing, manufacturing, and testing products in order to protect against product defects which could harm the life, health or safety of people, or have an adverse impact on the environment.

Treatment of Employees - We expect our Suppliers to not use, or permit the use of, corporal punishment or other forms of mental or physical coercion, sexual harassment or abuse, or threats of such treatment.

Equal Opportunity Rights - We expect our Suppliers to ensure equal treatment in recruitment, hiring, compensation, access to training, employee benefits and services, promotion, termination, and retirement, irrespective of age, gender, race, colour, disability, religion or belief, language, national or social origin, trade union membership, or any other status recognised by international law.

Child Labour - We expect our Suppliers not to use child labour and ensure this is the case for your sub-contractors and suppliers.

Voluntary Labour - We expect our Suppliers to not use or benefit from, forced or involuntary labour. All employees shall enjoy the freedom of movement during their employment. Personal/employment documents or payment of compensation must not be withheld, thereby preventing such an employee from terminating his/her employment.

Freedom of Association and Collective Bargaining - We expect our Suppliers to respect the rights of its employees to associate freely, join or not join trade unions and/or worker's councils, or engage in collective bargaining, in accordance with national law and international conventions.

Wages and Benefits - We expect our Suppliers to pay all employees a fair and equal compensation, in accordance with national laws and regulations, including overtime hours and all legally mandated benefits.

Working Hours - We expect our Suppliers to comply with appropriate working hour requirements as established by national law or relevant collective agreements. to ensure that overtime is voluntary, communicated to the employee and appropriately compensated in accordance with local and international regulations and collective agreements.

Environment - We expect our Suppliers to integrate environmental considerations in its activities and strive for continuous improvement, by minimising any adverse effects of its activities on the environment; to comply with all relevant local and national environmental laws and regulations, and requirements for environmental licences and permits; and to strive to develop and implement environmental management systems.

Business Records - Accurate and complete business records help us to make informed business decisions. They allow us to meet our responsibilities to shareholders, regulators, and other key stakeholders. Receipt of accurate, reliable information and records from our suppliers is critical to meeting these reporting obligations.

Conflicts of Interest - Personal and business relationships are based on trust. We expect our staff to support the best interest of the company and we expect our suppliers to support us in meeting this endeavour. Even the appearance of a conflict of interest – when someone thinks a person's judgment has been compromised – can be as damaging as an actual conflict.

Fair Competition - If the work you perform on behalf of Plexus involves contact with competitors, customers, other suppliers, or trade associations – or involves selling, pricing or bidding – it is important that you understand what activities are, or are not, appropriate. All competitive activities must comply with relevant competition and antitrust laws.

Money Laundering – We expect our suppliers to comply with the law in all your dealings. If you have knowledge or suspicion that a third party is involved in money laundering in connection with its transaction with Plexus, you must report it. To meet legal requirements, do not let the third party know of your suspicions. Do not falsify, conceal, destroy, or dispose of relevant documents.

Anti-Trust – We expect our suppliers to support free enterprise and fair and ethical competition. We expect all those working for, on behalf, and with Plexus to help combat illegal practices including price fixing, bid-rigging, and anticompetitive or monopoly practices. You must not take part in any inappropriate conversation or agreement with our competitors.

Trade Compliance – We expect our suppliers to comply with all applicable national and international trade compliance regulations. Trade compliance includes regulations governing the import, export and domestic trading of goods, technology, software and services as well as international sanctions and restrictive trade practices.

Confidentiality and Privacy - We expect our suppliers to protect confidential information belonging to Plexus and should act to prevent its misuse, theft, fraud, or improper disclosure. If a supplier believes they have been given access to confidential information in error, they should notify Plexus and refrain from any use or distribution of the information for personal or professional purposes.

Plexus Policy of Dealing with Non-Compliance - The objective of the Supplier Code of Conduct is to establish a basis for the positive development of responsible procurement practices through dialogue and ongoing working relationships. In cases of a non-compliance of the Code, Plexus will contact the Supplier within 24 hours of the discovery of the incident and will, subject to prevailing contractual provisions, request to terminate the practice and set up a dialogue around prevention of the same in the future.

Plexus will endeavour to terminate the business relationship with Suppliers who repeatedly and knowingly violate the code and refuse to collaborate with Plexus in implementing improvement plans. In certain cases, e.g. in cases of bribery, termination may be with immediate effect.

What to do if you have a concern

If you believe the Supplier Code of Conduct may have been violated, we encourage you to discuss it with your contact at Plexus.

Supplier Resources:

Supplier Code of Conduct

Supplier Evaluation Procedure

Anti-Bribery and Corruption Procedure

Business Management

Plexus depends on the use and exchange of information for our business decisions and day-to-day activities. We handle information and communicate in many different ways and need to consider the risks associated with these activities.

Management of records and documents

We need to ensure we create and use information responsibly and protect this information. We have a duty to ensure we retain proper records of our business activities to meet legal and regulatory requirements. Make sure:

- You assess the risks associated with any information you handle to manage the risks and protect the information.
- You share information only with those who are entitled and permitted to receive it.
- If you are working with third parties, ensure you are authorised to share information before doing so.
- The archive of information follows the guidelines in the Document Archive and Retention Procedure.

Data Protection

Data protection laws safeguard information about individuals. We are committed to managing personal data in a professional, lawful, and ethical way.

Personal data should only be used for legitimate purposes and the data must be accurate and relevant for the purpose for which it was collected; and correctly protected from inappropriate access or misuse. Transfer of personal data to third parties must be appropriately safeguarded. If we do not comply with these requirements, we could damage our reputation or result in legal action.

- Identify risks before collecting, using, retaining, or disclosing personal data.
- You must only process personal data for specific, defined, legitimate purposes.
- When processing or sharing individuals' personal data, you must inform them or obtain prior consent.
- Always protect personal data if it is shared with a third party.
- Ensure personal data in your possession is kept up to date and disposed of when no longer required.

Intellectual Property

Plexus has developed unique and valuable technology and products, which need to be protected, along with our trademarks, patents, knowhow, trade secrets and other IP rights.

It is equally important that we respect, and avoid infringing, the IP rights of others. Not doing so risks damage to our business and reputation.

- Use Plexus trademarks and branding appropriately, as per the Brand Guidelines.
- Store business and technical information appropriately, and with appropriate access controls.
- Do not disclose confidential information outside of Plexus without permission or written agreement.
- Do not accept confidential information from a third party unless you have permission to do so.
- Do not misuse confidential information of a third party.
- Report any third-party infringement or misuse of Plexus IP rights.

Insider Dealing

Plexus complies with national and international laws on insider dealing. Inside information is knowledge held within the Group that is precise, not generally available, and which would be likely to have a significant effect on the market price of Plexus shares. Dealing based on inside information includes directly trading in securities and/or passing inside information on to another person who uses that inside information to trade in shares or other securities. Insider dealing is illegal.

- You must not share inside information about Plexus Ocean Systems Ltd or Plexus Holdings plc unless you are authorised to do so.
- You must not deal in Plexus Holdings plc securities when you have inside information.
- If you are on the Employee Insider List, you must not deal without first obtaining clearance, in accordance with the company Share Dealer Code.
- If you made aware of inside information about any other publicly listed company, you must not deal in that company's shares or securities until any inside information you have becomes public. You must also not share the information with anyone unless you are authorised to do so.

Communications with the Public and the Media

To ensure that our company communications are accurate and consistent, a limited number of individuals within the Company are authorised and responsible for communicating on our behalf. If you do not have this authority and are approached by a member of the public or the media for company information, please refer them to your line manager or a member of the Executive Team.

You must not engage in casual conversation with anyone outside of Plexus on sensitive or confidential matters, particularly information that has not been made public.

Communications with Investors

Plexus is committed to complying with applicable regulations regarding the selective disclosure of material nonpublic information. Any requests for information from investors, analysts or similar persons should immediately be directed to Plexus Holdings plc.

The Internet

We ask all employees to use the Internet responsibly at all times regardless of whether your activities are for personal or business use. Never disclose confidential information, customer information, or trade secrets, learned through the course of your work at Plexus. Disclosure of such information may result in disciplinary actions including termination of employment.

Your computer is a tool provided by Plexus for you to do work on the Company's behalf. Similarly, the network by which you send and receive emails and access the Internet is a corporate asset to be used in conducting Company business. When using the Plexus internet for the allowed, and limited, personal use, do not use inappropriate websites.

Remember that Plexus has the right to monitor communications that take place over their information systems to the extent permitted by law. Please refer to the company procedure Acceptable Use of IT for further information.

- Never share your IT login details with others.
- Do not modify or disable security or other configuration settings set up by Plexus on IT equipment.
- Keep your personal use of Plexus IT and electronic communications occasional and brief.
- If you have a corporate mobile phone, you must follow the policy for acceptable use.
- Do not access, store, send or post indecent or offensive material when using Plexus IT and communication facilities.
- Do not connect to online gambling sites or conduct unlawful activities.
- You must not conduct your personal business activities using Plexus IT or communication facilities
- Only use approved internet-based services to store, process or share business information.

Use of Social Media

Always exercise careful judgment when posting comments on social media, particularly those about our commercial business, customers, or business partners. Communications over social media can have significant public implications for the Company.

When using networking social media sites make it clear that you are expressing your own opinions and are not communicating on behalf of the Company. Your comments should not include profane, demeaning or embarrassing content.

Use of personal social media for business purposes is strictly prohibited.

Any use of social media using a company social media account for business-related purposes must be by an approved user and approved by a Director.

Resources:

Plexus Brand Guidelines

Acceptable Use of IT Procedure

Document Archive and Retention Procedure

Plexus Share Dealer Code