

CODE OF CONDUCT

Service

Always act with fairness, honesty, integrity and openness; respect the opinions of others and treat all with equality and dignity without regard to gender, race, color, creed, ancestry, place of origin, political beliefs, religion, marital status, disability, age, or sexual orientation.

Promote the mission and objectives of the Mid-Ohio Mobility Solutions, Inc in all dealings with the public on behalf of MOMS and within the Mid-Ohio Mobility Solutions, Inc.

Provide a positive and valued experience for those receiving service within and outside the Mid-Ohio Mobility Solutions, Inc.

Accountability

Act with honesty and integrity and in accordance with any professional standards and / or governing laws and legislation that have application to the responsibilities you perform for or on behalf of Mid-Ohio Mobility Solutions, Inc.

Comply with both the letter and the spirit of any training or orientation provided to you by Mid-Ohio Mobility Solutions, Inc in connection with those responsibilities.

Adhere to the policies and procedures of Mid-Ohio Mobility Solutions, Inc.

Take responsibility for your actions and decisions. Follow reporting lines to facilitate the effective resolution of problems. Ensure that you do not exceed the authority of your position.

Conflict Of Interest

Conflict of interest arises when a person participates in a decision about a matter (including any contract or arrangement of employment, leasing, sale or provision of goods and services) which may benefit or be seen to benefit that person because of his/her direct or indirect monetary or financial interests affected by or involved in that matter.

It is the duty of any person taking part in the operations of Mid-Ohio Mobility Solutions, Inc to adhere to the Conflict-of-Interest Policy at all times. In the event that such a matter arises, the person shall formally disclose the interest, refrain from attempting to persuade

or influence other persons participating in the decision and shall not cast any vote on the matter.

Confidentiality

Respect and maintain the confidentiality of information gained as an Employee, Board of Directors Officer, and Board of Directors member, including, but not limited to, all computer software and files, Mid-Ohio Mobility Solutions, Inc business documents and printouts, and all employee records.

Respect and maintain the confidentiality of information concerning our clients. Names and sponsors are not to be announced via the radio.

Personal And/or Sexual Harassment

Sexual harassment is any conduct, comment, gesture or contact of a sexual nature that one would find to be unwanted or unwelcome by any individual, or that might, on reasonable grounds, be perceived by that individual as placing a condition of sexual nature on an employment or career development.

Personal harassment means any conduct whether verbal or physical that is discriminating in nature, based upon another person's race, color, ancestry, place of origin, political beliefs, religion, marital status, physical or mental disability, sex, age, sexual orientation, or gender identification. It is discriminatory behavior, directed at an individual that is unwanted or unwelcome and causes substantial distress in that person and serves no legitimate work-related purpose.

The Mid-Ohio Mobility Solutions, Inc has a zero-tolerance policy with respect to Personal /Sexual Harassment. Personal/Sexual Harassment in any form is strictly prohibited and may be grounds for termination of an employee. If a Board of Directors member is found to be in violation of this policy, disciplinary action will be decided by the Board of Directors.

Care Of Others Who May Be Vulnerable Because Of Age or Disability

In the course of providing the Mid-Ohio Mobility Solutions, Inc service, our Employees, Officers, Board of Directors, and third-party service providers may come into contact with vulnerable individuals. These individuals are those who may be at risk of harm or harassment because of their age or disability.