

# EXXON CORPORATION

## POLICY STATEMENT ON BUSINESS ETHICS

September 24, 1975

The policy of this Corporation, as stated by the Board of Directors years ago and reaffirmed by the Board at its September 1975 meeting, is one of strict observance of all laws applicable to its business.

Our policy does not stop there. Even where the law is permissive, Exxon chooses the course of the highest integrity. Local customs, traditions, and mores differ from place to place, and this must be recognized. But honesty is not subject to criticism in any culture. Shades of dishonesty simply invite demoralizing and reprehensible judgments. A well-founded reputation for scrupulous dealing is itself a priceless company asset.

An overly-ambitious employee might have the mistaken idea that we do not care how results are obtained, as long as he gets results. He might think it best not to tell higher management all that he is doing, not to record all transactions accurately in his books and records, and to deceive the Corporation's internal and external auditors. He would be wrong on all counts.

We do care how we get results. We expect compliance with our standard of integrity throughout the organization. We will not tolerate an employee who achieves results at the cost of violation of laws or unscrupulous dealing. By the same token, we will support, and we expect you to support, an employee who passes up an opportunity or advantage which can only be secured at the sacrifice of principle.

Equally important, we expect candor from managers at all levels, and compliance with accounting rules and controls. We don't want liars for managers, whether they are lying in a mistaken effort to protect us or to make themselves look good. One of the kinds of harm which results when a manager conceals information from higher management and the auditors is that subordinates within his organization think they are being given a signal that company policies and rules, including accounting and control rules, can be ignored whenever inconvenient. This can result in corruption and demoralization of an organization. Our system of management will not work without honesty, including honest bookkeeping, honest budget proposals, and honest economic evaluation of projects.

It has been and continues to be Exxon's policy that all transactions shall be accurately reflected in its books and records. This, of course, means that falsification of its books and records and any off-the-record bank accounts are strictly prohibited.

This policy is substantially the same as that stated in October 1972 by the then Chairman, Mr. J.K. Jamieson. As the new Chairman of Exxon, I wanted to reemphasize that it continues to be the policy of Exxon.