



Memorandum

2748 Pearsall Avenue
Bronx, NY 10469
(718) 496-7003
bveng@citymail.cuny.edu

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Here is the Code of Conduct and Ethics related to Tesla Motors. There are a total of 17 elaborating upon various subjects pertaining to the work environment and its ethics. Figure 1 shows the introduction leading to the rest of the code.

Figure 1

▼ Introduction

Tesla aspires to be a “do the right thing” company – in other words, engaging in conduct that your family would be proud of. That higher principle, if followed correctly, pretty much takes care of this whole topic. That said, this Code of Business Conduct and Ethics sets out basic principles that should help anyone working at or for Tesla avoid even the appearance of improper behavior.

This Code does not cover every issue that may arise, and represents the minimum baseline of acceptable business conduct and ethics at Tesla. Certain job functions and departments at Tesla, or those dealing with unique work situations such as transactions with governments, may be required to follow even stricter policies. Tesla also has a number of other policies for specific business and administrative situations, such as the proper handling of travel and other expenses, that you should also familiarize yourself with and follow. If a law conflicts with a policy in this Code, follow the law. If you have questions about the policies that may apply to you or any potential conflicts with the law, please ask your manager or supervisor or Tesla’s Legal Department for guidance.

Anyone who violates this Code or any other applicable standards of his or her position will be subject to disciplinary action, potentially including termination. If you are in a situation which you believe may violate or lead to a violation of such standards, follow the guidelines described in Section 15 of this Code.

The code of ethics discusses conflicts of interests in which the interests of the person does not correspond to the interests of Tesla. As an example, preferential treatment related to family members, romantic associations, and so forth are not allowed at the company as a result of interfering with proper work performance.

In addition, one of the most important sections discussed in the Code of Ethics involves the responsibilities of the employee. The code elaborates upon the responsibilities of whether a situation requires justification regarding its compliance to the Code. For example, Tesla expects employees to discuss the issue with other colleagues to further gather a solidified verdict determining if an act is considered unethical in the work environment.

Employees are advised to report any ethical issues to Tesla superiors such as supervisors and managers and in certain circumstances, legal enforcement. Tesla ensures employees will not be dismissed nor retaliated in concern to reporting misconduct if the act is regarded in good faith.

▼ 14. Reporting any Illegal or Unethical Behavior

Employees are encouraged to talk to supervisors, managers or other appropriate personnel about illegal or unethical behavior and when in doubt about the best course of action in a particular situation. Depending on the situation, you may also contact the Legal Department, the Internal Audit or Human Resources teams or the Integrity Line available on Tesla's intranet website.

Tesla does not to allow retaliation for reports of misconduct by others made in good faith by employees. Employees are expected to cooperate in internal investigations of misconduct. Any employee may submit a good faith concern regarding questionable accounting or auditing matters without fear of dismissal or retaliation of any kind.

Following the information provided by Tesla Motors, I wish you were able to find their Code of Ethics useful in your personal endeavor. If you have any suggestions or inquiries related to Tesla's Code of Conduct and Ethics, please inform your concerns to Tesla Motors.