



Consolidated Edison Company  
of New York, Inc.  
4 Irving Place  
New York NY 10003  
www.conEd.com

July 2015

Dear Con Edison Customer/Contractor:

We want to assure you that Con Edison greatly values the professional business relationship we have built with your firm which furnishes our company the goods and services needed to provide safe, affordable, and highly reliable energy services to our customers.

At all times, we expect our employees to carry out their assignments and responsibilities efficiently, honestly, and courteously, and to maintain the highest standards of business and personal ethics.

As you may know, our company's Code of Conduct prohibits our employees and members of their families from soliciting or accepting gifts or gratuities of any kind from vendors, contractors, customers or anyone else involved in a project which Con Edison is involved. Further, the code requires our employees to return any gift or gratuities unexpectedly received to its contributor along with an explanation of Con Edison's policy.

This "no gifts" policy involves all employees and contractors. Our employees are aware that if they violate this policy they will be subject to disciplinary actions up to and including termination. Any violations of the policy by contractors will subject them to similar action including notice to the applicable licensing board.

Con Edison takes this commitment very seriously and, as you know, sets high ethical standards for its employees. If you are aware of any inappropriate behavior, please contact the ETHICS HELPLINE by phone at 1-800-253-8885. Contacts may be made anonymously and will be kept strictly confidential (to the extent legally possible).

We look forward to continuing our business relationship in 2015. If you have any questions, please call me on (212) 460-3559.

Sincerely,

Won Choe  
General Manager  
Energy Services