

Variety FoodServices, Inc. Social Media Policy

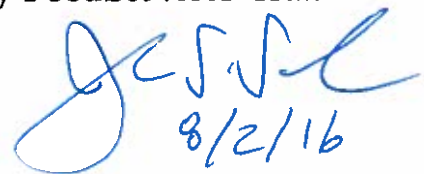
Variety FoodServices, Inc. supports open communication and encourages our employees to share their passions. We urge our employees to write knowledgeably, accurately, and using appropriate professionalism. We recognize the importance of the Internet in shaping public thinking about Variety FoodServices, Inc., our products, employees, partners, and customers. When using social media tools, please keep in mind that your professional life and your personal life are intertwined in the online world, just as they are offline.

Guidelines for communicating in an electronic world (blogs, message boards, social networking sites, and other sites and services that permit users to share information with others) are the same as the values, ethics, and confidentiality policies employees are expected to live every day. Recognize that you are legally liable for anything you write or present online.

RESPECT AND PRIVACY RIGHTS

- Employees need to adhere to Variety FoodServices, Inc. Code of Conduct, Employee Handbook, and other company policies when using social media in reference to Variety FoodServices, Inc. Violations of these policies will result in disciplinary action up to and including termination.
- Employees need to speak respectfully about the company, past employees, current employees, and potential employees, customers, partners, and competitors. Do not engage in behavior that will reflect negatively on Variety FoodServices, Inc. reputation.
- Employees are not to share information that is confidential and proprietary about Variety FoodServices, Inc. or its customers using social media- either publicly or privately. This includes any sales information, financial information, number of employees, and any other information that has not been publicly released by the company.
- Variety FoodServices, Inc. company logo and trademarks may not be used without explicit permission in writing from the company.
- Honor the privacy rights of our past and current employees by seeking their permission before writing about or displaying internal company happenings that might be considered to be a breach of their privacy and confidentiality.
- When posting comments or opinions you must identify those as your own, not those of Variety FoodServices, Inc.
- Always be respectful of others views and opinions. Do not use racial slurs, personal insults, obscenity, or engage in any conduct that would be considered unacceptable in Variety FoodServices, Inc. workplace.

*** If you are unsure about a post, please contact Variety FoodServices Human Resources Department or ask your manager.**


8/2/16