



Enterprise Policy: Policy Governance and Management

Function: Legal Department

Issued/Revised: January 1, 2026

Purpose

Standex International Corporation is committed to ensuring that our business operates in compliance with legal and regulatory requirements and in alignment with our Standex Corporate Code of Conduct (Code of Conduct). Our policies and procedures are designed and implemented to enable our employees to meet these objectives everywhere we operate and to demonstrate our commitment to our stakeholders.

The *Enterprise Policy: Policy Governance and Management* outlines our process for the development, approval, implementation, maintenance, and retirement of Policies, Procedures, and Guidelines. These terms are defined below. The purpose of this policy is to create a standardized policy governance framework based on the following guiding principles:

- Policies align with and strengthen our mission, vision, unifying values, and support our strategic objectives.
- The policy governance model creates clear ownership and accountability in the policy development, training, and implementation process.
- The policy governance model enables an efficient and collaborative policy management process and recognizes the importance of engaging stakeholders in the development and review process.
- Policies, procedures, and related documents adhere to our Code of Conduct and are accessible and written clearly.
- Policies are communicated to relevant stakeholders and are accessible to increase awareness and visibility to mitigate risk. The policies are managed via secure repositories to ensure integrity and version control.
- Policies and related resources are kept up-to-date and compliant with legal requirements and corporate standards.

Scope



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- This Enterprise Policy applies to Standex International Corporation, including its global subsidiaries and affiliates (hereinafter, Standex or the “Company”).
- This Enterprise Policy does not apply to the Standex Board of Directors, which has its own process for development and governance of Board Policies.

Definitions

In the simplest terms, a policy defines an outcome, while a procedure defines the means to the end.

Policies set direction, guide, and influence decision-making. Policies guide the day-to-day actions and strategies but allow for some implementation flexibility. They establish a framework of management philosophies, aims, and objectives. Policy can be driven by business philosophy, competition, marketplace pressure, law or regulation and, in many cases, all of these.

Procedures have a narrow focus; they describe, step by step, what actions to take in specific instances. Procedures have a beginning and an end and should be strictly followed to achieve the desired outcome. The uniformity of a procedure is often important for training new employees, compliance, process improvement, and auditing. Procedures include other similar documents that may be entitled Standards, Standard Operating Procedures, Standard Work, or similarly entitled documents.

Guidelines are often used in support of Policies and Procedures and are intended to provide more explanations and details when necessary for education and implementation. These may change more frequently. Guidelines may take the form of manuals and other workplace instruction tools.

At Standex, we use the following definitions and governance structure:

Code of Conduct: the document that describes our culture and values and requires compliance with applicable law. If local law varies with the Code of Conduct, we will comply with the local law.

Enterprise Policy: a document that governs the behavior and actions of all Standex employees, including all employees of subsidiaries of Standex that are owned or controlled by Standex. Every Enterprise Policy shall be consistent with applicable law and the Code of Conduct. If local law conflicts with an Enterprise Policy, the local law will be followed. Joint Ventures are not subject to Enterprise Policies.

An Enterprise Policy may apply to employees, suppliers, customers, and combinations thereof.



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Enterprise Procedure or Standard: a document that describes the actions and step-by-step processes that identified employees should take to maintain compliance with an Enterprise Policy or the Code of Conduct.

Enterprise Guidance: a document, set of instructions, manual, or other item that provides in whatever detail necessary to enable identified employees of Standex to perform their duties in accordance with an Enterprise Policy or the Code of Conduct.

Segment Policy: a document subservient to the Code of Conduct and Enterprise Policies that is necessary for Segment business or local legal requirements that governs the behavior and actions of identified employees, ordinarily within the Segment, legal entity, or geography. Every Segment Policy shall be consistent with applicable law and the Code of Conduct. If a local law conflicts with a Segment Policy, the local law will be followed.

Segment Procedure: a document that describes the actions and step-by-step processes that identified employees should take to maintain compliance with a Segment Policy.

Segment Guidance: document, set of instructions, manual, or other that describe in whatever detail necessary to enable identified perform their duties in accordance with a Segment Policy.

Description

Policy Management Process & Procedure:

The creation of a new or revision of an existing Enterprise Policy or Segment Policy shall be subject to the review and approval of the Policy Governance and Management Group. Prior to approval of any new Policy or revision, the proponent shall take the following steps:

- Perform a needs analysis for the development of a new policy or the revision of an existing policy.
- Appoint an author.
- Perform research and data gathering in support.
- Provide draft documents.
- Create communication, training, and implementation plan.
- Ensure proper maintenance, marking, access, and safe sources for the proposed Policy.



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- Provide for any authorized exceptions to the Enterprise Policy, Procedure, Standard, or Guidance.
- Determine whether a retired or revised policy should be saved or retained, if for example there is a legal or business reason to retain retired or prior versions, and if yes for how long.

The Policy Governance and Management Group will review every proposal, provide guidance, and assist the proponent in the creation or revision of the proposal consistent with the Code of Conduct and applicable law.

- All Enterprise and Segment Policies must be approved by either 1) the Chief Executive Officer (CEO) or 2) any direct report to the CEO prior to adoption by Standex or any subdivision thereof.

Ownership and Review

- **Policy Owner:** Legal Department
- **Effective Date:** January 1, 2026
- **Next Review Date:** January 1, 2028