



# Revisiting Our Northrop Grumman Values

A reminder from the Ethics Office

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Over the next several weeks, the sector will be engaged in an initiative that is key to the success of our *Perform, Protect, Win, and Grow mission*. In our increasingly competitive business environment, it is essential that we maintain an ethical business climate and continue to create the kind of work climate that encourages employees to make the right decisions in the first place. Revisiting the Northrop Grumman Values can facilitate this goal.

The Values represent widely accepted attributes that describe our company as we want it to be. We believe that putting our Values into practice creates long-term benefits for employees, customers, suppliers, shareholders, and the communities we serve. Our set of six Values was developed about ten years ago by Northrop Grumman employees, at all levels, through focus groups, workplace meetings, and discussions. Our goal at ES<sup>3</sup> is that our daily decisions and actions demonstrate the Values of *Quality, Customer Satisfaction, Leadership, Integrity, Valuing People, and Regarding our Suppliers as essential team members*.

Employees have several sources to refer to the Northrop Grumman Values and accompanying descriptions. They are articulated within ES<sup>3</sup> Policy A02, which is available in Command

Media, and are also illustrated in the *Working with Northrop Grumman Employee Handbook*, as well as, the *Standards of Business Conduct*. In addition, the Values are abbreviated on the reverse of the employee identification badge.

We have asked managers to generate discussion about Northrop Grumman Values during regular workplace meetings during January and February. These discussions will serve a dual purpose. First, they will act as a “booster shot” to invigorate thoughts and actions regarding our values. Secondly, employees will be requested to evaluate the values, and provide feedback regarding suggested revisions, additions, or other suggestions so that the corporate office can publish an updated set in 2001.

At the Maryland locations, feedback regarding the Values should be sent to Donna Davis, our ethics director, at MS A422 or by e-mail. For the non-Maryland locations, the local site Business Conduct Officer (BCO) will collect the feedback. For additional information, visit the Ethics home page under the eHR button found in Intranet Central or contact Donna on (410) 765-5546.

## NORTHROP GRUMMAN VALUES

- **We take responsibility for QUALITY . . .**  
Our products and services will be “best in class” in terms of value received for dollars paid. We will deliver excellence, strive for continuous improvement and respond vigorously to change. Each of us is responsible for the quality of whatever we do.
- **Deliver CUSTOMER SATISFACTION . . .**  
We are dedicated to satisfying our customers. We believe in respecting our customers, listening to their requests and understanding their expectations. We strive to exceed their expectations in affordability, quality and on-time delivery.
- **Provide LEADERSHIP as a company and individuals . . .**  
Northrop Grumman’s leadership is founded on talented employees effectively applying advanced technology, innovative manufacturing and sound business management. We add more value at lower cost with faster response. We each lead through our competence, creativity and teamwork.
- **Act with INTEGRITY in all we do . . .**  
We are each personally accountable for the highest standards of behavior, including honesty and fairness in all aspects of our work. We fulfill our commitments as responsible citizens and employees. We will consistently treat customers and company resources with the respect they deserve.
- **Value Northrop Grumman PEOPLE . . .**  
We treat one another with respect and take pride in the significant contributions that come from the diversity of individuals and ideas. Our continued success requires us to provide the education and development needed to help our people grow. We are committed to openness and trust in all relationships.
- **Regard our SUPPLIERS as essential team members . . .**  
We owe our suppliers the same type of respect that we show to our customers. Our suppliers deserve fair and equitable treatment, clear agreements and honest feedback on performance. We consider our supplier’s needs in conducting all aspects of our business.