



DATE: 10/31/2013

TO: All Employees

FROM: Human Resources

SUBJECT: Employee Handbook Amendment

EMPLOYMENT OF RELATIVES

We encourage our employees to refer qualified relatives for appropriate positions within the company. In effort to avoid potential conflicts of interest, however, no Zoltek employee may supervise or manage the work of a relative. Also, although family members may work in the same department they may not work for the same supervisor.

Relatives are defined as members of the immediate family and include spouse, or "significant other", parents, children, brothers, sisters, in-laws, grandparents, and grandchildren. This practice covers all types of Zoltek employment: full-time, part-time, temporary, summer interns, consultants, and contract laborers.

This amendment is effective immediately 10/31/2013.



John White
VP Global Human Resources