

BIOSYNERGY, INC.

ELECTRONIC COMMUNICATIONS AND COMPUTER POLICY

1. Introduction.

Application of this Policy.

This Policy applies to all personnel who work at or for **BIOSYNERGY, INC.** (the “**Company**”), including officers, directors, and employees. All of these individuals are referred to in this Policy as “**Company Personnel.**”

Specifically, this Policy applies to any use by Company Personnel of:

- the computer network used at the Company, including all computers, servers, files and systems wherever located that are part of it;
- access to the Internet through the use of any Company computer, server, gateway, account or network wherever located;
- communications by electronic mail (“**e-mail**”) through the use of any Company computer, server, gateway, account or network wherever located; and
- the Company’s telecommunications system, including voice mail.

All of these facilities and systems are referred to in this Policy as the “**Company’s Computer System.**”

This Policy supplements and is not intended to replace other Company policies. Specifically, the Company’s Employment Manual, the Company’s Unauthorized Disclosure Policy, and the Company’s Code of Ethics apply fully to all use of the Company’s Computer System.

The Company may revise this Policy at any time.

Reasons for this Policy.

The Company’s Computer System is the property of the Company. The Company provides computers and other technological tools to enable individuals to better and more efficiently perform their work and to service customers. As the use of these tools and their technological capabilities increase, we have the challenge and responsibility to keep the Company’s Computer System safe, confidential and efficient. This challenge becomes particularly important with respect to e-mail, Internet and voice mail use.

2. Use of the Company’s Computer System .

The specific policies set forth below apply to any use of the Company’s Computer System, and use of the Company’s Computer System in violation of these policies is unauthorized and strictly forbidden. The use of the Company’s Computer System is a privilege, not a right. Inappropriate use will result in cancellation of that privilege and may result in other disciplinary action, including, without limitation, termination of employment and/or legal action.

(a) Use of e-mail and voice mail and access to the Internet.

Company Personnel may access the Internet and send or receive e-mail communications and use the Company's voice mail system only for Company business purposes, except as set forth in paragraph (b) below.

(b) Company Personnel's limited personal use.

Company Personnel may access the Internet and use e-mail and voice mail for incidental and limited personal use -- provided that such use does not interfere with performance of work and does not violate any other provisions of this Policy and with the express understanding that any such personal use is not on the Company's behalf and is strictly at the risk of the individual engaging in such use who is solely and individually responsible for the consequences of such use.

Any such incidental and limited personal use of e-mail may not in any way indicate or imply that such e-mail is being made by or on behalf of the Company (except that such e-mail may contain such individual's e-mail address). Without limiting the generality of the foregoing, any such incidental and personal use of e-mail shall not contain the legend referred to in paragraph (n) below.

The Company's Computer System may not be used for any political activity, except incidental and personal, non-public, communications of an individual nature.

(c) Harassment.

The Company's Computer System may not be used for sending, receiving, displaying, printing or otherwise disseminating words, images or material that is derogatory, threatening, damaging, harmful, offensive or intimidating. Any Company Personnel encountering or receiving this kind of material should immediately report it to the Company's General Counsel.

(d) Illegal or Unethical Use.

The Company's Computer System may not be used for any illegal, unethical, defamatory, fraudulent or other improper purpose. At all times Company Personnel have the responsibility to use the Company's Computer System in a professional, ethical and lawful manner.

(e) Improper Access.

The Company's Computer System may not be used to access another person's materials, information, computers, e-mail, voice mail or files (whether or not part of the Company's Computer System) without that person's implied or actual consent. (The Company does have access to all information on the Company's Computer System. See part 3 below).

(f) Violation of Intellectual Property Rights.

The Company's Computer System may not be used in any way that violates or might violate any intellectual property rights, including but not limited to rights under copyright laws, trademark laws or software licenses. No one may copy or disseminate any materials received from e-mail communications or from the Internet (whether software or data) that is copyrighted, except for incidental use consistent with fair use principles.

(g) Confidentiality.

No Company Personnel may use any e-mail or voice mail communication or Internet use to reveal to third-parties (without authorization) any confidential or proprietary information, including any Company information, customer information, or trade secrets.

(h) Unauthorized Disclosure.

The Company's Unauthorized Disclosure Policy applies fully to all use of the Company's Computer System. No Company Personnel shall disclose or disseminate Material Nonpublic Information (as defined in the Company's Unauthorized Disclosure Policy) in any forum, location, or setting accessible to the public.

(i) Downloads of Software and Data.

Viruses can cause substantial damage to computer systems. Each person is responsible for taking all reasonable precautions to ensure that he or she does not introduce viruses into Company's Computer System. Accordingly, all software and data downloaded from the Internet and all attachments to e-mail must first be scanned for viruses using the most recent virus software available on the Company's network. Any additional precautions recommended in writing by the Company's Vice President of Administration shall be followed. If you have any questions about downloading any software or data, you must check first with the Company's Vice President of Administration.

(j) Firewall.

To ensure security and avoid the spread of viruses, Company Personnel accessing the Internet through a computer attached to the Company's local area network must do so through an approved Internet firewall. Accessing the Internet directly, by modem, is strictly prohibited unless the computer you are using is not connected to the Company's local area network or uses the most recent virus software.

(k) Misrepresentation of identity.

The Company's Computer System may not be used by anyone who misrepresents his or her identity (such as by using aliases), including misrepresenting the identity of the person responsible for an e-mail message.

(l) Waste of Resources.

Company Personnel may not use the Company's Computer System so as to waste or monopolize resources. These acts include, but are not limited to, sending mass mailings or chain letters or otherwise creating unnecessary network traffic unless authorized by the Vice President of Administration of the Company for Company business purposes.

(m) General E-mail Use.

In general, no one should say anything in an e-mail communication that would be inappropriate if put in a letter on Company letterhead. It is recommended that each individual keep a hard copy of all business e-mail to the same extent that he or she would keep a copy of a letter if the communication had been sent on letterhead.

(n) Required E-mail Legend.

All e-mails sent for Company business purposes should contain substantially the following legend:

THIS EMAIL MESSAGE IS FOR THE EXCLUSIVE AND CONFIDENTIAL USE OF THE DESIGNATED AND INTENDED RECIPIENT, AND ANY OTHER DISTRIBUTION OR USE IS UNAUTHORIZED AND STRICTLY PROHIBITED. IF YOU HAVE RECEIVED THIS EMAIL MESSAGE IN ERROR, PLEASE CONTACT THE SENDER BY TELEPHONE OR EMAIL AND DELETE THIS MESSAGE. THANK YOU.

The foregoing legend shall not be included in any personal use of e-mail.

3. Lack of Privacy in using the Company's Computer System .

The contents of e-mail and voice mail communications made through the Company's Computer System are the Company's property and records, not the private property of any Company Personnel. The use of personal passwords should not create any expectation of privacy in connection with any use of the Company's Computer System, including, the transmission, receipt or storage of information. The deletion of information may not actually remove such information from the Company's Computer System. Any e-mail and voice mail communications sent, received or stored are not private with respect to the Company, and no Company Personnel has or should expect any privacy rights vis-à-vis the Company with respect to e-mail or voice mail communications, Internet use or any other use of the Company's Computer System. Also, no one should share any personal passwords with any other person.

While it is not the Company's present practice to monitor e-mail or voice mail communications or Internet use of Company Personnel, the Company reserves the right to do so at any time for any purpose it deems appropriate, without notice. Such monitoring might be for the following purposes, among others: monitoring work flow, productivity or supervision; trouble-shooting; handling emergency situations; conducting maintenance or upgrades; or investigating possible system misuse, violations of this Policy, theft or disclosure of confidential or privileged information.

All Company Personnel will be asked to sign the Acknowledgment and Waiver form set forth below as a condition to use of the Company's Computer System.

4. Consequences of failure to follow this Policy.

Failure to follow this Policy can be a serious breach of an individual's obligation to the Company and/or to Company customers. Failure to follow this Policy can lead to discipline by the Company, up to and including termination. Individuals who violate this Policy do so at their own risk, and the Company disclaims any responsibility arising from any use of the Company's Computer System in violation of this Policy.