

**C O D E   O F   C O N D U C T   &   E T H I C S**

**2006**

**S C A N A   C O R P O R A T I O N**



***SCANA's Core Values.....***

*Serve our community*

*Achieve*

*Communicate openly and honestly*

*Respect diversity and care for each other*

*Excel in customer service and safety*

*Do what is right*

*“No compromise of SCANA's values will ever be considered an advantage to our company.”*

*William B. Timmerman  
Chairman, President and CEO  
SCANA Corporation*

## **Important Notice - Disclaimer**

**THIS DOCUMENT GIVES YOU A SUMMARY OF OUR CODE OF CONDUCT AND ETHICS. SCANA CORPORATION RESERVES THE RIGHT TO MAKE CHANGES TO THIS DOCUMENT AS IT DEEMS NECESSARY AND APPROPRIATE. THIS DOCUMENT IS ADVISORY IN NATURE AND DOES NOT CREATE A CONTRACTUAL OBLIGATION BETWEEN YOU AND THE COMPANY. THE USE OF MANDATORY LANGUAGE IS NOT INTENDED TO CONVERT THIS DOCUMENT INTO A CONTRACTUALLY BINDING TERM OF EMPLOYMENT. IT DOES NOT CONSTITUTE A GUARANTEE THAT YOUR EMPLOYMENT WILL CONTINUE FOR ANY SPECIFIED PERIOD OF TIME, CONFORM TO ANY SPECIFIED STANDARD OR END ONLY UNDER CERTAIN CONDITIONS. EMPLOYMENT AT SCANA AND ITS SUBSIDIARIES IS A VOLUNTARY, AT-WILL RELATIONSHIP, AND NOTHING IN THIS HANDBOOK CONSTITUTES AN EXPRESSED OR IMPLIED CONTRACT OF EMPLOYMENT. WHILE WE HOPE TO HAVE A LONG AND MUTUALLY BENEFICIAL WORKING RELATIONSHIP, REGARDLESS OF ANYTHING WHICH MAY APPEAR IN THIS DOCUMENT OR ANY COMPANY PUBLICATION, POLICY OR STATEMENT, YOU HAVE THE RIGHT TO TERMINATE YOUR EMPLOYMENT RELATIONSHIP FOR ANY REASON, AT ANY TIME, AND THE COMPANY RESERVES THE RIGHT TO DO THE SAME.**

**THE INFORMATION INCLUDED IN THIS DOCUMENT APPLIES TO ALL EMPLOYEES AND DIRECTORS OF SCANA AND ITS VARIOUS SUBSIDIARIES. AGENTS AND OTHERS CAPABLE OF BINDING THE COMPANY ARE ALSO EXPECTED TO COMPLY WITH THE REQUIREMENTS SET FORTH IN THIS DOCUMENT.**

\*Note: Reference to “SCANA” or the “Company” throughout this document means SCANA and all its subsidiaries.

## A Message from the CEO

This year marks the 10th anniversary of the establishment of our corporate compliance department. Over the years, SCANA has maintained its reputation for fair and ethical business practices. Much of this can be attributed to your dedication to our corporate values and the Code of Conduct & Ethics.

For the past decade, corporate compliance has provided the blueprint for us to do what is right through the Code of Conduct & Ethics, annual employee training and communication campaigns. And for the times when there is conduct that is contrary to our values and our Code, corporate compliance has provided the channel for that conduct to be reported, investigated and handled with appropriate action.

I urge all of you to continue to live and display SCANA's values each day. This will ensure we maintain our success in fulfilling our responsibilities to customers, shareholders and the community.

If you observe behavior that you feel is not in line with our Code, or any of the rules and regulations under which we operate, please bring it to the attention of your chain of command. If that is not comfortable or appropriate, you should call our corporate compliance office, the general counsel's office or the Compliance Helpline at 1-888-97-SCANA. Remember, there is no retaliation for making a good faith report.

Thank you for your support of the Code of Conduct & Ethics, and all that you do to make SCANA a success.

Best regards,



William B. Timmerman  
Chairman, President and CEO



*“The only thing that distinguishes one SCANA employee from another is his or her performance.”*

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## Introduction

SCANA has always operated with values like honesty, integrity and fairness. To help us meet this expectation, the Board of Directors established the position of Corporate Compliance Officer. If SCANA does not measure up to its values, it is your responsibility as an employee to let us know.

The Corporate Compliance Department works to ensure compliance with all laws, policies and regulations applicable to all SCANA's businesses. The Department facilitates training for all SCANA employees, including officers and directors concerning ethical business behavior, our Code of Conduct & Ethics, and state and federal laws and regulations. It also investigates reports of suspected and actual violation of these laws, policies and regulations, and recommends appropriate disciplinary action. Disciplinary action can include, among other things, termination of employment or even referral for criminal prosecution or civil action.

All employees and directors must abide by our Code of Conduct & Ethics (COC&E). There are no exceptions. Attending COC&E Training is mandatory and is a condition of continued employment with the Company.

As you read this document, please understand that no corporate code of conduct can cover every possible question or business practice. Remember to ask before you act if there is any question. The remaining sections of this booklet provide more detailed explanations of SCANA's policies and your responsibility in applying these on the job.

### Who to Ask for Help

Should you have any questions about Company policies or procedures, need guidance on a specific ethical issue or event, or wish to report what you believe might be illegal, unethical or improper conduct, you have several options. Your supervisor will usually be your first contact if you need guidance or have any concerns and/or questions. Of course, if you are unable to or uncomfortable going to your supervisor, you are

encouraged to continue up through your chain of command. If neither of these options is appropriate, you are welcome to contact SCANA's Corporate Compliance Officer or General Counsel directly. Furthermore, if you wish to remain anonymous or feel uncomfortable with the previous options, you may call SCANA's Compliance Helpline (1-888-97-SCANA). Should a director have a question or concern, need guidance or approval for any matter covered throughout this Code, he or she should contact the Chairman of the Board of Directors or the appropriate Board Committee. You will note that throughout the Code various reporting options are shown.

If in doubt... ASK! Your concerns will be kept in strict confidence to the extent appropriate or permitted by policy or law.

### **SCANA Compliance Helpline**

In making your call to the confidential Compliance Helpline, you may give your name if you want to, but you are not required to identify yourself.

Caller I.D. is not used by the Helpline.

Your call to the confidential Helpline is answered by a trained, third party

Helpline specialist who assigns your call a unique identification number that you can refer to during any follow-up calls. The Helpline is staffed 24 hours a day, seven days a week.

### Policy Against Retaliation

Whether you choose direct reporting or calling the confidential Compliance Helpline, you will not be subject to retaliation or other adverse employment action for reporting in good faith a suspected or actual violation. Individuals who retaliate against an employee who comes forward in good faith to report alleged wrongdoing will be subject to corrective action up to and including termination of employment.

In certain instances those found guilty of retaliation could be subject to fine and/or imprisonment.

## REPORTING PROCEDURES

**Report through your normal chain of command.**

**Contact one of the following members of SCANA's management team:**

**Corporate Compliance Officer  
(803) 217-6323  
or  
General Counsel  
(803) 217-8634.**

**General Standards of Personal Conduct**

No matter what your job, certain general standards of personal conduct apply to you. The high standards of honesty, respect for the law and integrity are essential in carrying out SCANA’s business. They are also essential if we are to maintain the confidence of our customers and the communities we serve. The Company’s Code of Conduct & Ethics serves as a guide for every employee’s ethical duty and establishes your obligation to report violations—or potential violations—of basic rules of corporate compliance and standards of personal conduct.

*As an employee, director or agent of SCANA, you are accountable for:*

- Abiding by this Code of Conduct & Ethics and SCANA’s values (See inside of front cover).
- Avoiding illegal, unethical or improper conduct.
- Obeying all laws, rules and regulations.
- Behaving honestly.
- Dealing fairly when transacting our business. We should never take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts or any other unfair dealing practice.
- Not offering or accepting bribes and report any attempt to bribe you.
- Safeguarding company property and information.
- Having a practical working knowledge of the policies, laws and regulations affecting your job responsibilities.
- Accurately reporting and being truthful in the preparation, review or submission of records, reports and other information.
- Seeking guidance from your supervisor, manager or a Company officer when in doubt about your responsibilities or how to apply a policy to a specific situation.

- Reporting on actual or suspected violations of laws, rules, or regulations through your chain of command or the other reporting options are shown on page 5.
- Reporting actual or suspected accounting, auditing or financial reporting irregularities directly to the SCANA Compliance Helpline or the Compliance Officer. (See contact list on page 14.)
- Cooperating with any investigation of alleged wrongdoing.
- Protecting company or personal property from damage.
- Protecting fellow employees from injury.
- Being aware of the appearance of wrongdoing.

**No employee, regardless of his or her position in the Company, is exempt from punishment up to and including termination of employment and in some instances criminal prosecution for violating the Code of Conduct & Ethics.**

*If you supervise other SCANA employees, you are also accountable for:*

- Ensuring that the employees you supervise are familiar with the Company’s Code of Conduct & Ethics and attend required compliance training.
- Taking reasonable actions to prevent conduct at work that creates an intimidating, hostile or offensive work environment.
- Monitoring and taking reasonable actions to provide reasonable assurances that employees are acting in accordance with laws, regulations or policies and are complying with our values and the Code of Conduct & Ethics.
- Maintaining a workplace environment that encourages honest and open communication of possible violations. *There should never be a suggestion that doing less than the right thing would ever benefit the career of a SCANA employee.*
- Being an ethical leader and encouraging employees to immediately report possible violations of the law or the Code of Conduct & Ethics. No employee should ever be made to fear making a good faith report of alleged wrongdoing.

## Ethical Business Practices

- Ensuring that systems and procedures are in place to protect company assets and legally achieve company goals.
- Forwarding all concerns brought to you regarding accounting, internal accounting controls, auditing matters or financial reporting irregularities to the Corporate Compliance Office.

You should report all knowledge of any apparent violations of the law, regulation or policy, through your normal chain of command, to the Corporate Compliance Office, SCANA's General Counsel or our confidential Compliance Helpline at 1-888-97-SCANA. All information will be handled discreetly. Discussions and inquiries will be kept in strict confidence to the extent appropriate or permitted by policy or law. An independent person will look into the facts.

***Remember...SCANA is very serious about its commitment to ethical business conduct.***

### Conflicts of Interest

A conflict of interest exists when your responsibilities to the Company and your personal interests are at odds. A conflict situation can arise when an employee or director takes actions or has interests that make it difficult to perform his or her company work objectively and effectively.

A conflict of interest also arises when an employee or director, or a member of his or her family receives improper personal benefits as a result of his or her position with the Company. Personal loans to, or personal guarantees of obligations of, such persons are of special concern. The Company prohibits such conflicts; however, advances of credit in the normal course of business for the benefit of SCANA are not prohibited. Employees must report conflicts through their chain of command. Directors must report conflicts to the Chairman of the Board of Directors or the Chairman of the Audit Committee of the Board of Directors.

You should not provide assistance to any group that is in competition with SCANA or any of its subsidiaries except as required by law. Remember, even the

appearance of a conflict between your interests and those of SCANA should be avoided. For example, in purchasing matters, you may not conduct Company business with family members or with a business organization associated with your family without first getting approval from the appropriate Company officer. Employees and directors must not have divided loyalties between themselves and the Company. Therefore, you are encouraged to report to management or the appropriate members of the Board of Directors any outside employment or external business involvement that may be in conflict with the Company's interest.

You should avoid conflicts of interest and disclose to your management any transaction or relationship that could reasonably be expected to give rise to such a conflict.

**A corporate opportunity is a business opportunity that the Company is financially able to undertake, and which falls in line with the Company's business, or is an opportunity in which the Company has an actual or expectant interest.**

If going through your chain of command is not comfortable for you, call the Corporate Compliance Office, SCANA's General Counsel, or the confidential Helpline. (See contact list on page 14.)

### Corporate Opportunities

A corporate opportunity is a business opportunity that the Company is financially able to undertake, and

which falls in line with the Company's business, or is an opportunity in which the Company has an actual or expectant interest. You owe a duty to the company to advance its legitimate interests when the opportunity to do so arises. You are prohibited from:

- (a) Taking for yourself personally opportunities that are discovered through the use of corporate property, information or position;
- (b) Using corporate property, information or position for personal gain; or
- (c) Competing with the company.

To disclose and seek approval for individual participation in such corporate opportunities employees should contact a Company officer in their management chain. Directors should contact the Chairman of the Board of Directors or the Chairman of SCANA's Audit Committee.

**Gifts, Favors and Other Items of Value**

SCANA deals fairly with its customers and suppliers. Giving or accepting gifts can have the appearance of trying to influence another’s decision or of taking advantage of a relationship with a customer or supplier. The exchange of modest gifts is often a part of establishing a business relationship; however, you should avoid the appearance that your receiving or giving a gift created an unfair advantage to you, the other party or SCANA. You should not offer gifts or favors to a customer or customer’s representative with the expectation of getting something—such as a contract award—in return.

Suppliers must be selected on the basis of the price, quality and reliability of their products and services. Under no circumstances should you accept gifts or favors from a supplier that might influence a contract award or other favorable activity from SCANA.

It is always a good idea to check with your chain of command or the Corporate Compliance Office before giving or accepting a gift or favor. (See contact list on page 14.)

**Political Contributions and Lobbying Activities**

The Company encourages you to participate in political activities with your own time and resources. You may not campaign for a political candidate on company time or with company resources; therefore, wearing campaign buttons at work is not allowed. No company funds or other assets are to be contributed or loaned, directly or indirectly, to any political party, political action committee (“PAC”), or campaign for or against any

candidate for political office if prohibited by federal, state and local law. SCANA welcomes your participation in the Grassroots Program. Your decision to make or not make political contributions will not influence your compensation, job security or opportunities for advancement at the Company.

Lobbying is the right of the Company and other groups to provide information to legislators, public officials or public employees in order to influence them to support the lobbyist’s position. The state and federal governments strictly control it. Lobbyists are required by law to register and disclose their activities with governmental bodies as to time and money spent.

Getting to know your representatives, public officials or public employees and letting those individuals know that you work for SCANA or one of its subsidiaries is not lobbying. Sending in written comments on proposed legislation or testifying before legislative bodies and agencies at public hearings as an individual not representing SCANA is not lobbying. However, directly providing information or attempting to influence legislators, public officials or public employees to act on behalf of the Company is lobbying. Should the Company wish to influence certain legislation, only its registered lobbyists

may communicate directly with a public official or public employee concerning that legislation.

If you ever have a question as to whether your activities constitute lobbying, please contact the Governmental Affairs Department or Corporate Compliance Office. (See contact list on page 14.)

**ASK YOURSELF:**

- **Could I afford to buy it for myself?**
  - **Will SCANA and/or I be compromised by accepting it (or giving it)?**
  - **Will others believe accepting it has compromised me?**
  - **Will others believe that SCANA received an unfair advantage by my giving it?**

**Health, Safety & Security**

SCANA conducts its business in a manner that protects the health and safety of its employees, others involved in its operations, its customers and the public. Health and safety laws regulate physical safety and exposure to conditions in the workplace that could harm employees and others. SCANA’s policy is to provide a workplace free of preventable hazards which complies with all laws regulating workplace safety and health, including those issued by the United States Occupational Safety and Health Administration (OSHA). Our goal is to commit all necessary resources to eliminate the cause of workplace accidents, control employee health hazard exposures and to promote both on- and off-the-job safety and health.

Questions on health and safety should be directed to your Safety Advisor or Human Resources Representative.

You are also reminded of the need to abide by all rules dealing with workplace security. You have a responsibility for the safety, health and security of yourself, your co-workers, and the general public. If you become aware of any situation which appears to be a health, safety or security hazard, you should report it through your chain of command, your Safety Advisor, Corporate Security, your Human Resource Representative or the Corporate Compliance Office. (See contact list on page 14.)

**Substance Abuse**

You are SCANA’s most valuable resource. Therefore, SCANA will not tolerate alcohol use that endangers the health and well-being of employees or the public, nor will it tolerate illegal drug use. SCANA is committed to maintaining a safe and healthy workplace free from improper use of alcohol and drugs.

**Alcohol**

The consumption of alcohol in any situation that might reflect adversely on the Company or impair your ability to perform your duties is prohibited. Alcohol should

never be consumed in company vehicles or while operating company equipment. The possession or consumption of alcohol on company property is expressly prohibited. The only exceptions to this rule permit the use of alcohol at:

- events specially authorized by a Company officer where an outside group is invited to company property; Ramsey Grove; and,
- completely private functions held at the Company’s Recreational Facilities (i.e., Pine Island, Sand Dunes, Misty Lake and plant hunt clubs), provided that this is consistent with the facilities’ governing rules.

**KEY POINTS TO REMEMBER...**

**Alcohol should never be consumed in a Company vehicle or while operating Company equipment.**

**Any consumption of alcohol on Company property must be authorized.**

**You may not transport alcoholic beverages while driving a vehicle with a Company logo.**

**Be aware of how your actions may be perceived by the public any time you can be identified as a Company employee.**

Questions regarding this policy may be referred to the Corporate Compliance Office. A contact list is on page 14. (See SCANA’s Substance Abuse Policy.)

**Drugs**

The use of illegal and/or unauthorized drugs in the workplace, including company vehicles, is prohibited. Further, no illegal drugs or paraphernalia may be kept in the workplace. You may not report to work or remain at work while under the influence of unauthorized or illegal drugs.

“Unauthorized” means drugs that were not prescribed for you. Do not report to work under the influence of someone else’s prescription drugs. If you are sick enough to need a prescription, see a doctor.

Also prohibited is the solicitation, transfer, purchase or sale of illegal drugs and/or unauthorized drugs while on company time, on company business, or on company property.

Any questions regarding this policy may be referred to HR or to the Corporate Compliance Office. A contact list is on page 14. (See SCANA’s Substance Abuse Policy.)

SCANA Compliance Helpline  
1 888 97 SCANA

**Environment**

The environment is a resource that we have a duty to protect. SCANA’s goal is to respect and protect the environment in all phases of our operations. The Company is committed to full compliance with laws governing the environment. Federal, state and local environmental laws protect natural resources and regulate the emission of pollutants and the handling and disposal of wastes. Under various laws, spills or discharges of certain products or hazardous substances exceeding defined reportable quantities must be reported immediately to the National Response Center as well as designated local agencies. Each company facility has a communication procedure for this notification. Any such spills or discharges must be reported immediately to the facility management in order to comply with these procedures.

Do not assume you can clean up a spill or discharge. SCANA employs trained environmental experts to handle these situations. These environmental experts will know how to clean up and whether any reporting to regulatory agencies is required.

The Company is further committed to the proper permitting and handling of all materials stored, distributed, processed, manufactured, produced, handled, installed or otherwise utilized in its activities as required by all applicable environmental, health and safety laws.

Any questions or actual or suspected violations should be reported to the chain of command, the Environmental Services Department, the Corporate Compliance Office or the confidential Compliance Helpline at 1-888-97-SCANA. (See contact list on page 14.)

**Company Property and Information**

You are expected to protect the Company’s assets and ensure their efficient use. Company assets should be used for legitimate business purposes. Company assets include information, technology, intellectual property (for example, copyrights, patents and trademarks), computers, computer networks and internet access, buildings, land, equipment, vehicles, machines, telephones, voice mail, e-mail, copiers, software, cash, as well as the time and skills of employees. By using

company property or equipment you consent to the Company’s monitoring of that use and acknowledge that you have no expectation of privacy regarding the use of company property and equipment.

All information (including business expenses, timesheets, customer payments, and other SCANA activities) must be recorded and reported accurately and honestly. All transactions must be carried out in accordance with management’s authorization and be properly recorded. Employees are reminded to accurately report time worked on their timesheets. This is particularly important if they perform work for more than one SCANA subsidiary.

Information about SCANA employees and customers is confidential and is not to be distributed outside of the Company without proper authorization. Confidential information includes all non-public information that

might be of use to competitors, or harmful or embarrassing to the Company, its customers, or employees if disclosed. Nor is confidential information to be accessed except for a legitimate business purpose. In fact, confidential company information should only be accessed for a legitimate business reason and only disclosed in accordance with rules and policies on disclosure.

SCANA is a family of companies – some regulated and some not. There are often rules against sharing information among these subsidiaries or even within subsidiaries. If you don’t know the rules, contact your supervisor.

Confidential business information gained while employed at SCANA should not be shared with anyone. This obligation continues even after retirement or the end of your employment with SCANA. If you are unsure about what constitutes confidential information, contact your supervisor or the Corporate Compliance Officer. Misuse of Company property, including confidential information, should be reported through your normal chain of command, to an appropriate Company officer, the Corporate Compliance Officer, the Corporate Security Department or the confidential Compliance Helpline at 1-888-97-SCANA. (See contact list on page 14.)

**SCANA is a family of companies—some regulated and some not. There are often rules against sharing information among these subsidiaries. If you don’t know the rules, contact your supervisor.**

**Records Management Policy**

You are expected to understand and comply with all laws, regulations and company policies regarding records management. In certain instances serious penalties can be imposed for improper records management. If you are unsure of these requirements, you should discuss this with your normal chain of command or the Corporate Secretary. (See contact list on page 14.) See SCANA’s Corporate Records Management Program on the Intranet at <http://intranet.scana.com/home/crmprogram/default.asp>.

**Electronic Media**

Electronic media may not be used for accessing, transmitting, retrieving or storing any communications of a discriminatory or harassing nature, or which are derogatory to any individual or group. Prohibited communications include, but are not limited to, communications which are offensive, obscene, X-rated, defamatory, threatening, illegal, against company policy or contrary to the Company’s interest. Also prohibited is the downloading without appropriate authorization of any music or copyrighted material from the Internet.

Anyone obtaining electronic information must respect all copyrights and may not copy, retrieve, modify, download or forward copyrighted materials except as permitted by the copyright owner. Generally an individual subscriber may make a single copy for reference use only. [Note: Restrictions on the use of copyrighted material apply to hard copy as well as electronic versions of material.]

For additional information, please refer to the Company’s electronic media policy (<http://portal.scana.com/KMCommunity/SCANA/Documents/ElectronicMediaPolicy.doc>) or the electronic media brochure ([http://inside.scana.com/conduct/directions/electronic\\_ media.asp](http://inside.scana.com/conduct/directions/electronic_media.asp)) that may be found on the Intranet. Also available on the Intranet for reference are SCANA’s Enterprise Security and Enterprise Cyber Security Policies (<http://intranet.scana.com/esap/default.asp>). You may also consult your chain of command, the Legal Department or the Corporate Compliance Office. (See contact list on page 14.)

Certain violations can result in disciplinary action up to and including termination of employment and the possibility of criminal prosecution.

**Discrimination and Harassment**

SCANA maintains a professional environment where everyone is treated with dignity and respect. We are committed to fostering an environment that is free from any type of harassment or discrimination on the basis of a protected classification. Any illegal harassment or discrimination undermines the fundamental values of SCANA and is not acceptable behavior.

**Equal Opportunity**

The Company fully supports the principle of equal opportunity in employment; therefore we forbid discrimination in employment, or in the terms and conditions of employment, on the basis of race, color, sex, gender, sexual orientation, age, religion, national origin, marital status, pregnancy, disability, military status, or any basis prohibited by federal, state, or local law. The Company is committed to actions and policies to assure fair treatment in hiring, promotion, training, compensation and disciplinary action.

Suspected violations of equal employment opportunity laws or policies must be reported to the Human Resources Department, the Corporate Compliance Office or the confidential Compliance Helpline at 1-888-97-SCANA. (See contact list on page 14.)

**Harassment**

SCANA does not tolerate harassment of any kind and all complaints will be treated as extremely serious matters. In confirmed cases appropriate corrective action up to and including termination will be taken. Prohibited harassment includes harassment on the basis of race, color, sex, gender, sexual orientation, age, religion, national origin, marital status, pregnancy, disability, military status, or any basis prohibited by federal, state, or local law.

SCANA is all about teamwork and collaboration—they are our competitive advantage. In order for us to continue to be successful we must have healthy,

**The Company does not tolerate harassment of any kind and all complaints will be treated as extremely serious matters. In confirmed cases appropriate corrective action, up to and including termination, will be taken.**

collaborative relationships with customers and co-workers. Divisive activities that harm these relationships or disrupt harmony in the workplace are bad for business and can constitute prohibited harassment. Displaying, wearing or transmitting material or items that are divisive, disruptive or contrary to collaboration and teamwork at SCANA will be appropriately addressed by the Company. Inappropriate behavior may include, but is not limited to, inappropriate language, jokes and nicknames.

Harassment may also be of a sexual nature. Sexual harassment as defined by law includes unwelcome sexual advances, comments, jokes, requests for sexual favors, or any verbal or physical conduct of a sexual nature that creates a hostile work environment. Some other types and examples of behavior that could constitute sexual harassment are as follows:

Verbal

- language of a sexual nature
- whistling
- telling sexual jokes, stories
- inappropriate compliments, innuendoes, suggestions

Non-Verbal

- suggestive looks
- staring
- unwanted gift-giving
- facial expressions (winking, etc.)
- unwanted visits
- displaying sexually suggestive visual materials

Physical

- unwanted touching
- suggestive touching of self/others

We understand that in the normal course of business,

personal relationships may develop between co-workers. An employee who establishes a close romantic relationship with a co-worker may be allowed to continue employment, but not in the same department if the relationship causes disruptions or other negative impact on the performance of the department and also not in supervisor/subordinate roles. If such a situation develops, the employees must notify their immediate supervisors. Questions can be directed to HR or the Corporate Compliance Office.

If harassment of any type is suspected, the employee must immediately report the situation to Human Resources, SCANA’s Compliance Office or the confidential Corporate Compliance Helpline at 1-888-97-SCANA. (See contact list on page 14.)

Harassment of SCANA employees by non-employees (such as customers, vendors, visitors or contractors) must also be reported.

**Workplace Violence**

The workplace should be a positive and safe environment; therefore, threatening, aggressive or abusive behavior toward employees, customers or others in the workplace will not be tolerated. Should such conduct be observed, you should immediately contact your chain of command or Corporate Security at 803-217-7841 in Columbia and 1-800-768-0226 for those located outside the Columbia calling area or the confidential Compliance Helpline (1-888-97-SCANA) so that the situation can be handled and violence can be prevented. Corporate Security will inform the appropriate Company officer and the Compliance office. (See contact list on page 14.)

**Antitrust Compliance**

Antitrust laws are designed to create a level playing field and promote competition and free enterprise. Such laws discourage activities that restrict trade. SCANA has developed a separate Antitrust Handbook specifically addressing compliance issues in this area. To obtain a copy, access it on the Corporate Compliance web page at <http://inside.scana.com/conduct/>.

Generally, the antitrust laws prohibit any agreement or understanding, formal or informal, between competitors with respect to price or any element of price such as discounts and credit terms. This includes arrangements between competitors to refuse to deal with third parties, to stabilize prices, alter production levels of a product, or allocate or divide markets, territories, or customers. An unlawful arrangement may result not only from a written document or oral agreement, but also from any kind of mutual understanding which gives the parties a basis for expecting that a business practice or decision made by one will be honored by another.

Competition is a reality for many of our lines of business. Any agreement by our competitors to limit our access to their customers may constitute antitrust activity. If you have questions or concerns regarding antitrust activity, please direct your questions to the General Counsel’s Office or the Corporate Compliance Office. (See contact list on page 14.)

**Government Transactions**

SCANA’s business transactions sometimes involve federal, state or local governments. The laws and regulations governing transactions with governmental entities impose special rules that often are more stringent and that have requirements not usually found in standard transactions with private parties. This is particularly true in dealing with the federal government, where, for example, it is a crime to knowingly make a false statement or false representation to a federal government official or to submit false information in an application or statement given to a federal agency.

If you are involved in government business activities, you must adhere both to the ethical standards set forth in this Code as well as applicable laws, rules and regulations. If you are in doubt, discuss the matter with the appropriate Company officer, the General Counsel’s Office or the Corporate Compliance Office. (See contact list on page 14.)

**Securities**

All SCANA financial information and reporting must be accurate and complete. You must comply with all laws, rules and regulations so that all financial reports and records are accurate. SCANA must maintain accurate books and records and make timely and accurate filings in compliance with securities laws. Those laws impose strict responsibilities on SCANA, its employees, and directors.

You are prohibited from deliberately circumventing SCANA’s internal control systems and are expected to cooperate fully with all audits. You must also avoid any action that fraudulently influences, coerces, manipulates or misleads our internal or independent auditors engaged in conducting an audit of SCANA’s financial records. Additionally, you must not destroy, alter, or falsify

records with intent to obstruct any authorized investigation.

You can expect that in the course of performing your duties you may come into possession of “material information” about the Company or other companies with whom we do business that is not generally available to the investing public. This information is generally referred to as “inside information.” Material information is defined as any information that would affect securities prices, either positively or negatively. It is illegal for you to buy or sell our stock or bonds or the stock or bonds of another company based on material inside information or to discuss such information with others who might buy or sell such securities. Such activity is deemed to be “insider trading.” Those found guilty of insider trading face serious consequences, including significant monetary fines and incarceration.

**If you suspect securities fraud or insider trading, you should report your suspicions to the Corporate Compliance Office, SCANA’s General Counsel, or SCANA’s confidential Compliance Helpline (1-888-97-SCANA).**

For example, if, prior to a public announcement, you become aware SCANA was negotiating to purchase another company, you would be guilty of insider trading if you bought or sold securities in either SCANA or the other company or passed this information to a friend or relative who bought or sold the securities in reliance on this information.

If you suspect securities fraud or insider trading, you should report your suspicions to the Corporate Compliance Office, SCANA’s General Counsel, or SCANA’s confidential Compliance Helpline (1-888-97-SCANA).

Additionally, if you have questions involving financial information or buying or selling securities, use these same reporting options for answers to your questions. (See contact list below.)

Retaliation against an employee who reports securities fraud is illegal and prohibited. Unlawful retaliation can include, but is not limited to discharge, demotion, suspension, threats, harassment or any other type of discrimination. Any employee who feels he or she has been retaliated against for making a securities fraud complaint should report the retaliation to the Corporate Compliance Officer or SCANA’s General Counsel.

**Contacts**

**Corporate Compliance**

Carlette Walker (Compliance Officer)(803) 217-6323  
Vickie Smith (Manager) . . . . .(803) 217-7998  
Helpline . . . . .1-888-97-SCANA  
Website Address: <http://inside.scana.com/conduct/>

**General Counsel’s Office (Legal)**

Frank Mood (General Counsel) . . . (803) 217-8634  
Pat Hudson (Director) . . . . .(803) 217-9764

**Chief Financial Officer**

Kevin Marsh . . . . .(803) 217-8097

**Controller**

Jim Swan . . . . .(803) 217-6017

**Corporate Safety**

Lee Safley . . . . .(803) 217-8414

**Corporate Secretary Office**

Lynn Williams (Corp. Secretary) . . .(803) 217-9863  
Gina Champion (Asst. Corp. Sec.) . .(803) 217-7568

**Corporate Security**

Ronald Goebel . . . . .(803) 217-9512

**Environmental Services**

Randy Mahan . . . . .(803) 217-9538

**Governmental Affairs**

Charles McFadden . . . . .(803) 217-9247

**Human Resources**

Joe Bouknight . . . . .(803) 217-8444  
Joe Bouknight . . . . .(803) 217-9263

**Investor Relations**

John Winn . . . . .(803) 217-9466  
John Winn . . . . .(803) 217-9240

**Notes**

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**Code of Conduct & Ethics  
Compliance Forms**

**2006**

**S C A N A   C O R P O R A T I O N**



**Employee's Code of Conduct & Ethics Compliance Form**

*Carefully read the SCANA Code of Conduct & Ethics. Then complete and return this form to your meeting facilitator or the Corporate Compliance Department at MC 068.*

I have read and understand the 2006 Code of Conduct & Ethics of SCANA (“The Code”).

I agree to comply with the Code of Conduct & Ethics. I understand that violating the Code of Conduct & Ethics may result in disciplinary action, up to and including discharge.

I will report to the appropriate level of management any relationships and activities which may result in a conflict of interest or breach of the Code of Conduct & Ethics or any laws, regulations and policies and will cooperate with any investigation into alleged wrongdoing.

I understand that there are sources within SCANA with whom I can consult if I have questions concerning the Code of Conduct & Ethics and other matters covered in this document. These include an appropriate Company officer, the Corporate Compliance Office, Office of the General Counsel and our confidential Compliance Helpline (1-888-97-SCANA).

I understand that compliance with this Code of Conduct & Ethics does not guarantee that my employment will continue for any period of time, conform to any specified standard, or end only under certain conditions. I further understand that employment at SCANA is a voluntary relationship and nothing in this Code of Conduct & Ethics constitutes an expressed or implied contract of employment.

In addition, certain employees are represented by labor organizations. The terms and conditions of employment of those employees are arrived at through the collective bargaining process and are contained in the respective labor agreements.

**Signature:** \_\_\_\_\_ **Name (print):** \_\_\_\_\_

**Employee No.:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Department No.:** \_\_\_\_\_

**Mail Code:** \_\_\_\_\_ **Work Phone No.:** \_\_\_\_\_

*This or a similar form must be completed upon initial training or employment and on an annual basis thereafter.*

## **Contractor's Code of Conduct & Ethics Compliance Form**

*Carefully read the SCANA Code of Conduct & Ethics. Then complete and return this form to your meeting facilitator or the Corporate Compliance Department at MC 068.*

I have read and understand the 2006 Code of Conduct & Ethics of SCANA ("The Code").

Understanding that I am not an employee of SCANA, I agree to comply with SCANA's Code of Conduct & Ethics at all times. I understand that violating the Code of Conduct & Ethics may result in disciplinary action, up to and including termination of my Company's employment by SCANA.

I will report to the appropriate level of management any relationships and activities which may result in a conflict of interest or breach of the Code of Conduct & Ethics or any laws, regulations and policies and will cooperate with any investigation into alleged wrongdoing.

I understand that there are sources within SCANA with whom I can consult if I have questions concerning the Code of Conduct & Ethics and other matters covered in this document. These include an appropriate SCANA officer, SCANA's Corporate Compliance Office, SCANA's General Counsel and SCANA's confidential Compliance Helpline (1-888-97-SCANA).

**Signature:** \_\_\_\_\_ **Name (print):** \_\_\_\_\_

**Employer Name:** \_\_\_\_\_ **SCANA Department No.:** \_\_\_\_\_

**Mail Code:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Contact Phone No.:** \_\_\_\_\_

