# CIENA CORPORATION CORPORATE DISCLOSURE POLICY

# I. Policy Statement and Scope

Ciena Corporation (together with its subsidiaries, "Ciena") is committed to providing timely, transparent and accurate information to the investing public consistent with applicable legal and regulatory requirements. It is Ciena's policy to comply with applicable requirements, including Regulation Fair Disclosure ("Regulation FD") adopted by the U.S. Securities and Exchange Commission ("SEC"), relating to its SEC reporting obligations and corporate communications. It is Ciena's corporate

contact a member of the Investor Relations, Corporate Communications or Legal Departments immediately.

# B. Material Information

Information is

Notwithstanding the above, the General Counsel and certain members of the Legal Department as designated by the General Counsel are authorized to communicate with shareholders and beneficial owners regarding shareholder accounts, corporate governance matters, and other shareholder or administrative matters. Similarly, the Treasurer and certain members or the Treasury Department as designated by the Treasurer are authorized to communicate with debtholders regarding positions or other administrative matters. A member of the Investor Relations or Corporate Communications Departments is not required to participate in or review such communications.

#### IV. Financial Results Releases and Conference Calls

### A. News and Financial Results Releases

Ciena will promptly issue a news release upon new, material developments, unless senior management (with the advice of legal counsel) determines that doing otherwise is appropriate and permissible under the circumstances.

Any new, material information that is to be intentionally discussed or presented in any meeting or conversation with financial analysts or investors will be preceded by the issuance of a broadly disseminated news release. To the extent practicable, a member of the Investor Relations or Corporate Communications Departments will accompany senior management officers in any meetings or discussions with the media, analysts or investors in order to, at a minimum, monitor the conversation for any unintentional disclosure of new material information and to facilitate the prompt release of that information.

be discussed during these conferences is broadly disseminated prior to or at the same time and will,	

## C. Participating in Industry Conferences

At times, Ciena will be called upon to make presentations at conferences sponsored by investment banks, industry and trade associations or other groups in settings that are not open to the general public. Such presentations should be made only by Ciena spokespersons (including persons designated as spokespersons for such events) and should be limited to information that is either not material or which is already publicly available. With respect to presentations sponsored by or reasonably expected to be largely attended by the financial community, when practicable, Ciena will announce its participation publicly in advance of these presentations and will encourage organizers to make webcasting or teleconferencing available for formal presentations. Breakout and other small group sessions at conferences will be addressed in the same fashion as one-on-one investor meetings.

## VII. Other Disclosures

Ciena employees are prohibited from discussing or disclosing material or other confidential information about the company or its securities in online chat rooms, message boards, websites, social networking sites, weblogs, microblogs, "wiki" pages or comparable social media channels or outlets. In this regard, all employees, including Ciena spokespersons, must t