



# K&A GROUP BUSINESS CONDUCT & ETHICS POLICY

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As a global organization, Khatib & Alami is aware of the necessity of universal values and is committed to conducting business with honesty and integrity, in accordance with high ethical and legal standards, and with respect for each other and those with whom we do business.

K&A has a zero-tolerance policy against business misconduct, fraud, bribery, corruption, or unethical activity. We shall operate a transparent business that fully complies with the business practice laws of the countries in which we operate and follow international law and guidelines where none exist.

Our 'Business Integrity & Compliance Procedure' accompanies this policy and defines the structure of our business conduct and ethics system, which includes compliance with the following:

- Antitrust and Competition
- Improper Payments and Money Laundering
- Dealing with Government
- Business Courtesies that May be Extended or Received
- Financial Integrity
- Intellectual Property and Obligations of Confidentiality
- Conflict of Interest
- Contracting
- Advertising and Marketing
- Human Rights of Workers
- Health, Safety and Environment
- Supply Chain & Partners
- Duty to Cooperate
- Reporting Violations

Khatib & Alami believes that working with our clients, business partners, and suppliers with integrity is essential for successful and sustained business relationships. We, therefore, place integrity and ethical practice at the core of our business by embedding them into our 'Company Values'.

Our Business Conduct & Ethics Policy is not only for our employees but also for all our business partners and supply chains, who are also expected to comply with our principles and minimum standards.

All our Geographies are accountable for implementing this policy, and our employees' support and professionalism are essential to make it truly effective. We encourage anyone to raise concerns if they feel this policy is not being complied with using our whistleblowing mechanism.

A handwritten signature in blue ink, appearing to read 'N. K.', is positioned above a horizontal line.

**Dr Najib Khatib**  
**Chairman & CEO**