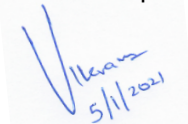


# Employee Code of Conduct Policy

The Code of Conduct is applicable to all employees, suppliers and clients of Hasoon United. In essence, anyone representing Hasoon United, or working on behalf of the company, is expected to act consistently with the code.

- It is the responsibility of each employee to be aware of and abide by the code of conduct. All employees also have the responsibility of behaving/ acting in an ethical manner compliant with the applicable laws of State of Kuwait. Further, each employee is responsible for reporting any violations of the code they observe within the company to their immediate manager or company's executive manager.
- Managers and supervisors at Hasoon United have an additional responsibility to create a culture of integrity, honesty, ethical and law-abiding behavior among other employees in the company. They are expected to be a role model for the employees and encourage employees to report violations of the code.
- All employees are expected to demonstrate high standards of honesty and integrity in their conduct at all time while representing and conducting business on behalf of Hasoon United. Every employee is required to be straight forward, honest and be truthful about the services provided, the knowledge possessed and experience gained.
- All employees are expected to demonstrate respect and trustworthy behavior in dealing with their fellow colleagues as well as company clients and suppliers.
- All employees are expected to uphold the spirit of teamwork and ensure that the best interest of the team and company prevails at all times.
- At Hasoon United, we believe that work environment should be free from any kind of bureaucracy and all employees must have access to other employees regardless of their position or influence in the company. All managers are expected to foster an open door culture at the workplace.

Regards,  
Vikram Chopra



Executive Manager