



شركة غرب القرنة West Al Qurna Co.

للنفط والطاقة | Oil & Energy

E.P.C

CODE OF CONDUCT AND BUSINESS ETHICS POLICY



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WEST AL-QURNA for Oil and Energy Services L.L.C.

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CODE OF CONDUCT AND BUSINESS ETHICS POLICY

1. Purpose

This Code of Conduct & Business Ethics Policy sets the principles and expectations that guide ethical behavior and decision-making at all levels of **WEST AL-QURNA FOR OIL & ENERGY SERVICES L.L.C.** (“the Company”). It reflects our unwavering commitment to integrity, transparency, accountability, and respect for the law in all business dealings.

2. Scope

This policy applies to all:

- Employees (permanent, temporary, and contractual),
- Managers, executives, and board members,
- Contractors, consultants, suppliers, agents, and business partners.

All parties associated with WEST AL-QURNA are expected to uphold these standards without exception.

3. Core Principles

a. Integrity & Honesty

We conduct all business with the highest standards of honesty and integrity. Employees and partners must avoid misrepresentation, fraud, or deception in all professional activities.

b. Compliance with Laws

We strictly comply with all applicable local and international laws, including but not limited to anti-corruption, labor, environmental, safety, and trade laws.

c. Anti-Bribery and Corruption

Bribery, kickbacks, and facilitation payments are strictly prohibited. All employees and partners must adhere to our separate **Anti-Bribery and Corruption Policy**.

d. Conflicts of Interest

Employees must avoid situations where personal interests conflict with those of the Company. All actual or potential conflicts must be disclosed to management.

e. Confidentiality & Data Protection



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Confidential company and client information must be protected at all times. Unauthorized disclosure, misuse, or mishandling of sensitive information is prohibited.

f. Fair Competition

We support open and fair competition. Employees must not engage in activities that restrict competition or violate antitrust laws.

g. Respect in the Workplace

WEST AL-QURNA promotes a respectful, inclusive, and harassment-free workplace. Discrimination based on race, religion, gender, age, disability, or other status is not tolerated.

4. Responsibility Toward Stakeholders

a. Clients

We act in the best interests of our clients, providing high-quality, timely, and reliable services while respecting contractual commitments.

b. Suppliers and Contractors

We choose suppliers based on merit, quality, and compliance with our ethical standards, including the **Supplier Code of Conduct**.

c. Communities and Environment

We aim to operate sustainably and contribute positively to the communities where we work. Our operations are guided by our **Environmental Management Policy** and **HSSE Management System**.

5. Use of Company Assets

Employees are responsible for safeguarding company resources and using them only for legitimate business purposes. Theft, misuse, or unauthorized use of company property is a violation of this policy.



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6. Reporting Violations

Anyone who becomes aware of a violation of this Code must report it promptly to their supervisor, HR, or senior management. Reports can be made in confidence and without fear of retaliation.

7. Disciplinary Action

Violations of this policy may result in disciplinary action, including termination of employment or contracts, legal action, and damages claims.

8. Training & Communication

This policy will be communicated to all employees and third parties and will form part of onboarding and ethics training. Updates and refresher training will be provided periodically.

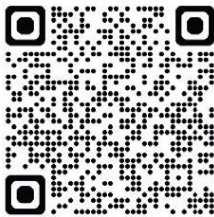
9. Oversight & Review

Management is responsible for enforcing this policy and reviewing it annually to ensure continued relevance and effectiveness.

10. Acknowledgment

All employees and relevant third parties must sign an acknowledgment form confirming that they have read, understood, and agreed to comply with this Code.

Approved by:



CEO

Eng. Firas Younus Salman

WEST AL-QURNA FOR OIL & ENERGY SERVICES L.L.C

Date: 05/01/2025
