



فرونٲير جروب إنٲرناشيونال ذ.م.م.  
Frontier Group International W.L.L.

## BUSINESS CODE OF ETHICS POLICY

<b>IMS DOCUMENT NO.:</b>	<b>L1-POL-002</b>
<b>REVISION NO.:</b>	<b>05</b>
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<b>APPROVED BY:</b>	<b>Mohammad Abul-Ola</b>

# BUSINESS CODE OF ETHICS POLICY

L1-POL-002



**Frontier Certification International is :-**

- Committed to doing business legally, ethically and professionally worldwide.
- Committed to ensuring FCI Personnel, Partners and Third Parties acting on behalf of FCI, understand this Policy and carry on business on behalf of FCI in a legal, ethical and professional manner.
- Committed to fighting against bribery (including commercial bribery), kickbacks, improper or illegal payments, gifts or contributions, and any other improper method of seeking favourable treatment from Public Officials, Customers, Directors, Officers or Employees of other companies or any other person.
- Committed to complying with the anticorruption laws relevant in the countries where it carries on business.
- Committed to taking breaches of this Policy seriously.

FCI Code of Ethics provides guidance on the actions and behaviour FCI expects from its employees. All employees are required to:

## 1. Reliability

- We will perform consistently.
- We will comply with all relevant laws.
- We will do the right thing and behave properly, regardless of the circumstances and whether or not others will observe our actions.
- We will endeavour not to place ourselves in situations that result in divided loyalties.
- We will take responsibility for our actions and will be held accountable.
- We will take a zero-tolerance approach to bribery and corruption.
- We will operate with an awareness of and concern for the effect of our work on the communities and environment within which we work.
- We will use company assets (including funds, equipment and information) responsibly and in the best interests of the business.

## 2. Accomplishment

- We will only drive by performance.
- We expect to make a fair profit from the contracts we undertake.
- We will provide our clients with a truly professional approach to contracting.
- We will ensure that we meet or exceed all locally applicable standards when fulfilling the terms of our contracts.
- We will drive a commercially successful business.

## 3. Teamwork

- We will always work together in collaboration.
- We will always work as a team in the best interests of the business.
- We will achieve effective and efficient results as one team with one goal of being successful third-party Inspection and Certification company.

## 4. Excellence

- We will work together to achieve our shared vision.
- We will always stay committed.
- We will take action to understand the effect of our work on others - including individuals,

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communities and the natural environment.

- We will treat all employees, and those under our care, with respect and dignity at all times.
- We will not discriminate against any individual.

If you are aware of a potential breach of our Code of Ethics, or are facing a potential ethical dilemma, if possible and appropriate, first speak with your manager.

Alternatively, if you want to raise a concern or seek guidance on an ethical dilemma you are faced with you can write to [ethics@fci-qatar.com](mailto:ethics@fci-qatar.com) with the below details. We assure you of maintaining confidentiality and that you will be provided with timely feedback.

All FCI Personnel, Partners and Third Parties are required to comply with this Policy and are prohibited from offering, promising, making, soliciting or accepting - directly or indirectly - bribes, kickbacks or other illicit payments in any way related to FCI's business. Appropriate personnel will attend training on this Policy, as directed by FCI management. Partners and Third Parties are required to agree to comply with this Policy in acting on FCI's behalf.

FCI will not tolerate violations of this Policy. Violations of this Policy or requests for bribes or improper payments must be reported to the Executive Manger, the Top Manager or FCI management. FCI practices a no retaliation policy: FCI Personnel will not be subjected to retribution for good faith reports of suspected breaches or violations of this Policy or for cooperating under this Policy.

The Top Manager (CEO) is the owner of this Policy and has ultimate responsibility for implementation and compliance with this Policy, and will set up a Task Force to drive awareness, realization, assessment, and compliance of this Policy within the FCI. Please contact the Executive Manager or the Top Manager with questions about this Policy.

....all of us have a role to play

A handwritten signature in blue ink, appearing to read 'Dr. Mohammad Abul-Ola', is written above a horizontal line.

Date: 01-01-2023

**Dr. Mohammad Abul-Ola**

**Chief Executive Officer**