



Human Rights Policy

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• Introduction:

The Human Rights Policy outlines guidelines of AL-ASMA ALMUSTAGBALIA and its subsidiaries (henceforth referred to as the Group) on treating people with integrity, respect, and fairness.

• Scope:

This Policy applies to AL-ASMA ALMUSTAGBALIA, and its subsidiaries that do not have existing related policies suitable to their operations. The Policy applies to all areas of the Group's business operations, covering all directors, executives, and employees working for or on behalf of the Group. It also extends to outsourced or seconded employees working exclusively for or on behalf of the Group.

This Policy applies to our subsidiaries and affiliate companies however, subsidiaries and affiliate companies are encouraged to define their respective human rights policies aligned with their core values.

AL-ASMA ALMUSTAGBALIA also endeavors to encourage external parties (vendors/suppliers, contractors, service providers etc.) working with AL-ASMA ALMUSTAGBALIA to adopt similar policies per our Supplier Code of Conduct.

• Policy Statement:

AL-ASMA ALMUSTAGBALIA is committed to respecting human rights. It is a proponent of the human rights and labor principles of the United Nations Global Compact (UNGC), and the International Labor Organization (ILO) conventions on human rights. AL-ASMA ALMUSTAGBALIA operates within the legal framework of the host country of its operations and acknowledges the importance of fostering a workplace environment that values human rights, respect, employee engagement, fairness, and collaboration. AL-ASMA ALMUSTAGBALIA promotes employee welfare and engagement, within the bounds of local regulations.

- Non-discrimination and Equal Opportunity:

AL-ASMA ALMUSTAGBALIA does not tolerate discrimination based on race, color, religion, gender, age, disability, or any other status protected by applicable law, and fosters a workplace free from discrimination and abuse. It ensures fair treatment, equality of opportunity, and safe living and working conditions for employees. It strives to uphold equal pay for men and women performing work of equal value.



- Labor Rights and Fair Employment:

AL-ASMA ALMUSTAGBALIA complies with labor rights and fair employment practices in accordance with laws and regulations in locations where it operates. It prohibits forced and compulsory labor, acquired through modern slavery or human trafficking, in employment. It prohibits the employment of children below the minimum age. It provides rights to maternity leave, paternity leave, health protection, and non-discrimination for employees during and after pregnancy. It provides that part-time employees receive equitable treatment and benefits comparable to full-time employees.

• Stakeholder Engagement:

AL-ASMA ALMUSTAGBALIA fosters relationships with stakeholders to better understand human rights concerns and endeavors to integrate such considerations into this Policy.

• Training and Awareness:

AL-ASMA ALMUSTAGBALIA promotes the training and development of its employees to empower them with the knowledge and skills they need to champion human rights. It further promotes awareness and an understanding, amongst employees, of how human rights impact its operations and how the company's operations impact stakeholders.

• Compliance:

AL-ASMA ALMUSTAGBALIA complies with the applicable laws and regulations of the KSA and the applicable laws and regulations of the host country of its operations. For the avoidance of doubt, subsidiaries registered and operating in countries other than the KSA are mandated to adhere to the laws of the host country in addition to the applicable laws of the KSA. It remains unequivocally compliant with KSA laws.

• Roles and Responsibilities:

In general, all employees should uphold principles as set forth in this Policy





• **Reporting and Transparency:**

AL-ASMA ALMUSTAGBALIA encourages stakeholders to report concerns, suspicions, or potential violations of this Policy.

• **Policy Review:**

AL-ASMA ALMUSTAGBALIA will review and revise this Policy periodically if required so that it remains up-to-date and aligned with the company's core values, laws and regulations of the KSA, and with global best practices. It shall make available this Policy and future amendments to directors, executives, and employees.

This Policy was last reviewed in January 2025

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