



CODE OF CONDUCT & PROFESSIONAL BEHAVIOUR POLICY

Policy Statement

The Company is committed to maintaining the highest standards of professional conduct, ethical behaviour, and integrity across all operations. All employees are expected to act responsibly, professionally, and in a manner that protects the Company's reputation, contractual obligations, and client relationships at all times.

Professional behaviour is a fundamental condition of employment, particularly within oil and gas project environments.

Scope

This Policy applies to:

- All employees, trainees, and assigned personnel;
- All Company-controlled activities, including site operations, camps, offices, transportation, and accommodation facilities;
- All activities conducted on client-controlled sites, including oil and gas projects governed by client rules and standards.

Compliance with this Policy is mandatory.

Standards of Professional Conduct

All employees shall:

- Perform their duties honestly, diligently, and responsibly;
- Comply with Company policies, contractual obligations, and lawful instructions;
- Respect supervisors, colleagues, clients, and third parties;
- Maintain professional behaviour at all times while on duty or representing the

Company.

Unprofessional conduct shall not be tolerated.

Ethical Behaviour

Employees are expected to:

- Act with integrity and fairness;
- Avoid conflicts of interest or situations that may compromise professional judgement;
- Refrain from accepting or offering bribes, gifts, or improper advantages;
- Protect the Company's interests and reputation at all times.

Any actual or potential conflict of interest must be declared immediately.



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Representation of the Company

When operating on client-controlled sites or interacting with clients, employees shall:

- Represent the Company in a professional and respectful manner;
- Comply with client rules, behavioural standards, and site instructions;
- Avoid actions or statements that may harm the Company's reputation or contractual standing.

Misrepresentation of authority or role is strictly prohibited.

Behaviour on Site & Accommodation

Employees shall:

- Comply with site rules, camp regulations, and accommodation requirements;
- Maintain acceptable standards of behaviour within camps and shared facilities;
- Respect cultural norms and local laws;
- Avoid behaviour that may disturb others or create an unsafe or hostile environment.

Substance abuse, violence, harassment, or disorderly conduct is strictly prohibited.

Use of Company & Client Property

Employees shall:

- Use Company and client property responsibly and for authorised purposes only;
- Protect tools, equipment, documents, and information from loss or misuse;
- Immediately report damage, loss, or misuse of property.

Unauthorised use or damage may result in disciplinary action.

Confidentiality & Information Protection

Employees shall:

- Maintain confidentiality of Company and client information;
- Refrain from unauthorised disclosure of sensitive information;
- Use communication systems responsibly and in accordance with Company rules.

Confidentiality obligations survive termination of employment.



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Non-Compliance & Discipline

Breaches of this Policy may result in:

- Disciplinary action;
- Removal from site;
- Termination of employment in cases of serious or repeated violations.

Disciplinary action shall be applied in accordance with Company procedures and applicable law.

Legal & Client Alignment

This Policy is implemented in accordance with:

- Applicable laws of the Sultanate of Oman;
- Contractual obligations with clients;
- Client behavioural, ethical, and site governance requirements, including those applied by Petroleum Development Oman and similar operators.

Policy Review

This Policy shall be reviewed periodically to ensure continued relevance and alignment with contractual, operational, and legal requirements.

Approved by:
Managing Director