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# SUPPLIER CODE OF CONDUCT



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# Bahra Electric Supplier Code of Conduct

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# INTRODUCTION

## Purpose and Applicability

Bahra Electric as a leading supplier to electric market to serve Saudi, GCC & international markets. It specializes in manufacturing electrical cables, PVC compound, conduits, fittings & accessories, Busbars, Bahra Aluminum, cast resin dry type Transformers. The company is committed to maintaining the highest ethical standards in its relationship with employees, customers, suppliers, competitors, governments, communities and towards the environment.

Therefore we expect from our suppliers to maintain equal standards of professional conduct and integrity in their dealings as said above.



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## SCOPE

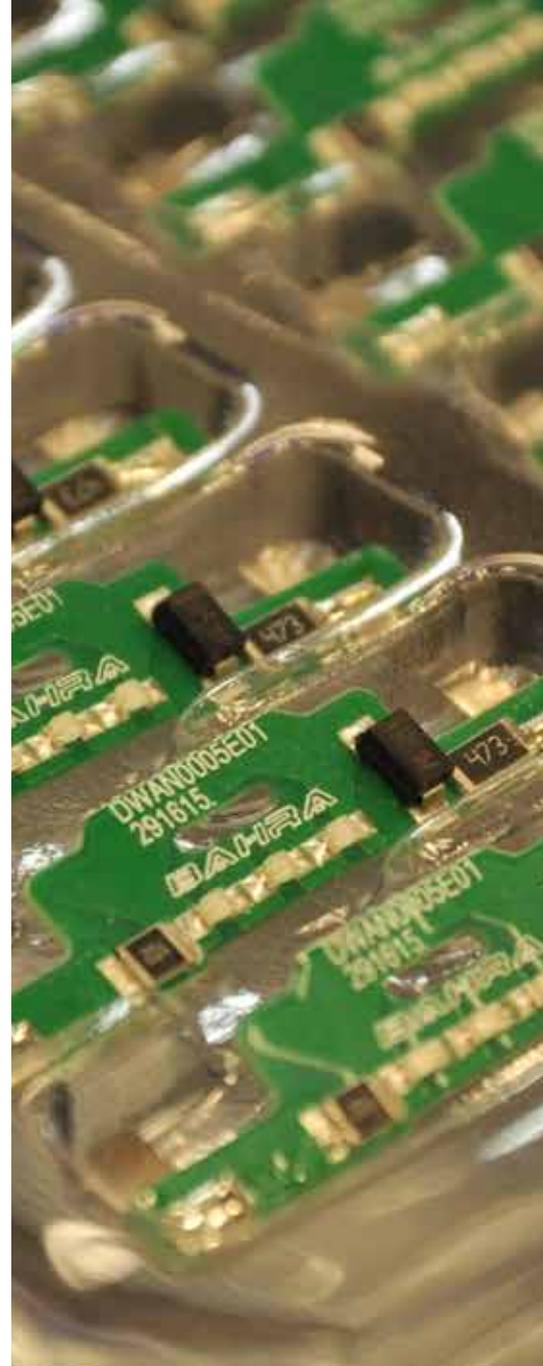
This supplier code of conduct establishes a policy for all current and potential Bahra Electric suppliers. Which includes raw material suppliers, semi finish or finish product suppliers, services and indirect materials providers who are registering with Bahra Electric through supplier accreditation procedure.

## INTENT

Bahra Electric values its reputation for conducting business in an ethical, legal, safe, environmentally and socially responsible manner. Bahra Electric wants to do business with those who share in its culture, values, and ethical business practices. Bahra Electric has developed this Supplier Code of Conduct to guide its suppliers as to how to engage in ethical, responsible, and legal in their operations around the business area.

## SUPPLIER CODE OF CONDUCT

- Act with honesty and integrity
- Understand and comply with the laws and regulations that apply to your business in the countries where you do business.
- Anti-bribery and anti-corruption
- Gifts, entertainment, and hospitalities
- Global trade compliance
- Fair dealing and competition laws
- Environment
- Protect assets, informations and reputation
- Confidentiality / inside information
- Labor, maintain a fair and safe workplace
- Violations of this code of conduct how to report concerns





## Act with honesty and integrity

Bahra Electric supplier should have moral or ethical convictions and doing the right thing in all circumstances, Honesty and trust are central to integrity.

## Understand and comply with the laws & regulations that apply to your business in the countries where you do business

Each supplier must comply with all laws and regulations applicable to its business in the countries where it does business. While laws, regulations, business practices, and customs can vary greatly from one country to the next, this Supplier Code sets forth the minimum requirements that all of Bahra Electric suppliers must meet.

## Anti-bribery and anti-corruption

Offering or paying bribes or anything of value to win business or obtain an unfair advantage is unacceptable, even if business is lost or difficulties are encountered as a result. Bahra Electric suppliers are prohibited from engaging in corruption, extortion, or embezzlement in any form.

## Gifts, entertainment and hospitality

Suppliers and their personnel shall not offer or provide Bahra Electric or its personnel with gift, gratuities or hospitality unless it involves nominal value and is in the line with customary business practices. Normal gifts are described as gifts of a general nature having as low value. Hospitality offered or extended by suppliers to Bahra Electric personnel which exceed nominal value or reasonable hospitality are reportable under inter BCC policies and regulations.

## Global trade compliance

Suppliers are required to comply with all applicable international trade laws and regulations, including import, export, and re-export controls regulations.

## Fair dealing and competition laws

The company seeks to outperform competitors fairly and honestly. Suppliers are required to comply with applicable antitrust and competition laws where they do business. These laws prohibit agreements between competitors that affect prices, costs, terms or conditions of sale, the markets in which they will compete, or customers or suppliers with whom they will do business. These laws may also regulate distribution agreements, rebates, discounts, or territorial restrictions on resellers.



## Environment

Suppliers are required to comply with all applicable environmental laws, regulations and standards, and minimize any adverse impact on the environment.

## Protect assets, information and reputation

Bahra Electric suppliers are required to preserve, protect, and responsibly use Bahra Electric property that they have access to, and protect it from theft, damage, loss, and misuse. This includes physical, access to online systems, intangible assets such as ideas, innovations, technology, brands, and confidential information, etc.

## Confidentiality / inside information

Supplier must not share any inside information to public or competitor - for example, whether written or oral, technical, design or process data, improvements, new products, products in development, inventions, models, manuals, know-how, financial data, pricing information, business development or acquisition plans, marketing plans, project practices, and customer and supplier lists. Suppliers are required to follow all applicable privacy laws that govern the handling of information and data provided by Bahra Electric, which may include private and sensitive personal information. Suppliers are not allowed to contact directly with inside plant operations and personal without having permissions from concern.

## Labor, maintain a fair and safe workplace

Suppliers shall be committed to uphold the human rights of workers and to treat them with dignity and respect, Bahra Electric suppliers have a responsibility to promote a safe, clean, and secure workplace and conduct operations in compliance with applicable health and safety laws and regulations. Also requires its suppliers to know, understand, and comply with all applicable laws governing product safety and quality.

Child labor guidance has to be followed by Bahra Electric suppliers, and need to ensure that children are not working in suppliers' own facilities or operations. Suppliers have to comply with same and follow social responsibility.

## Violations of this code of conduct, how to remote concerns

Failure to comply with this Code or any other applicable law/regulations by Suppliers will result in termination of Bahra Electric business relationship/ association/ contract with the Supplier. Bahra Electric takes violations of this Supplier Code seriously. Suppliers should report known or suspected violations of this Supplier Code; the Bahra Electric customer care may be used.



**Talal K. Idriss**  
Chief Executive Officer

