



CORROSERV (M) SDN. BHD.

CODE OF BUSINESS CONDUCT POLICY

CORROSERV® Code of Business Conduct policy explains our expectations for how employees should act toward their co-workers, managers, and the firm as a whole. This policy applies to all our employees regardless of employment agreement or rank. All employees are expected to read and abide by the Code of Business Conduct policies.

Build Trust and Credibility.

Our company's success is reliant on the respect and confidence we gain from our team members, clients, and stockholders. We establish trust by keeping our word, acting with honesty and integrity, and achieving business objectives only by moral behaviour. It is simple to state what has to be done, but our deeds speak for themselves. We shall ultimately be assessed based on our actions.

Establish a Climate of Honest and Transparent Communication

Everyone should feel free to express themselves at **CORROSERV®**, especially when discussing ethical issues. It is the job of managers to foster an atmosphere where employees feel free to bring up these issues in an open and encouraging environment. When employees use their ability to stop mistakes or misconduct by asking the correct questions at the right times, we all gain greatly. All reported instances of questionable or unethical behaviour will be looked upon by **CORROSERV®**. When unethical behaviour is discovered, the company will always take the necessary action. Retaliation against employees who in good faith voice sincere ethics concerns will not be tolerated.

Respect For The Individual

Also, **CORROSERV®** employees are required to uphold the following norms of behaviour in order to promote an inclusive workplace:

- Always treat people with respect and dignity.
- Talk about and report problematic conduct and remarks that are disrespectful, offensive, harassing, abusive, or discriminatory.
- Support employee involvement and teamwork while promoting the representation of various employee viewpoints.
- Ask staff members with various backgrounds, experiences, and viewpoints for their opinions.
- Avoid using slang or idioms that might not be culturally appropriate.
- Support flexible work schedules for co-workers with various requirements, skills, and/or responsibilities.
- Confront other people's actions or decisions that are influenced by their conscious or unconscious biases.
- Be receptive to suggestions and pay attention when someone has something positive to say about how you came across.

Any type of unpleasant, abusive, or unfriendly behaviour or language will not be tolerated by **CORROSERV®**.



SIVA PRAGASH SABA
DIRECTOR