



ADAD Engineering Services is dedicated to conducting all operations with integrity, ethics, and in compliance with applicable laws and regulations. Employees must act with the highest level of professionalism and objectivity, ensuring their actions reflect positively on the Company. Misuse of authority or influence for personal benefit is strictly prohibited, and all employees must prioritize the best interests of the Company in their actions and decisions.

### **Conflict of Interest**

To avoid conflicts of interest, ADAD prohibits employees and their immediate family members (spouses and household members) from having ownership interests in or owning property with the Company's vendors, suppliers, contractors, agencies, customers, or competitors, unless explicitly approved as non-conflicting. This restriction does not apply to ownership of publicly traded stock. Employees are also prohibited from working for or engaging in business with a competitor in any capacity.

Employees must disclose any external business activities or investments that relate to the Company's industry, including relationships with vendors, suppliers, contractors, or customers. These disclosures will be reviewed, and non-conflicting activities will be verified in writing.

### **Conduct with Customers and Vendors**

Employees and their immediate family members are not permitted to accept personal benefits, solicited or unsolicited, from vendors, suppliers, contractors, or agencies. This includes gifts, discounts, loans, entertainment, or other favors.

### **Use of Company Funds**

Corporate funds or assets must never be used for unlawful or improper purposes. Employees are prohibited from making payments in the form of bribes, kickbacks, or excessive commissions. Offering gifts or payments to foreign officials, political parties, or candidates is also prohibited. Any nominal gifts to administrative personnel without discretionary authority must be pre-approved by senior management and appropriately documented.

### **Compliance and Accountability**

All employees are expected to adhere to these policies and report any violations. ADAD Engineering Services fosters a culture of ethical responsibility, ensuring that all operations align with the highest standards of integrity and fairness.

**Aws Hamo**  
President & CEO