

Corporate Social Responsibility policy

Definition:

Corporate Social Responsibility (CSR) refers to a company's self-regulation that extends beyond legal requirements to encompass ethical behavior and adherence to the spirit of the law in all corporate activities and regions.

Summary:

The purpose of this policy is to outline our approach to CSR, incorporating our commitments to sustainability and environmental stewardship. While this policy integrates principles like employment, anti-bribery, equal opportunities, health and safety, and diversity, detailed guidelines on these topics are contained in separate ServiceJi policies (please request these if they are not already in your possession).

Who this policy covers:

This policy is applicable to all individuals at every level within ServiceJi, whether as employees or agents, including any subsidiaries and their staff and agents, regardless of location. This policy is also provided to ServiceJi associates, including suppliers, who are required to adhere to applicable sections through contractual obligations with ServiceJi.

In this policy, "third party" refers to any individual or organization that ServiceJi comes into contact with.

ServiceJi CSR Values:

- Acknowledgment of the importance of both our employees and the organization as a whole.
- Commitment to the continual enhancement of our services to customers and to transparent reporting.
- Dedication to generating a beneficial impact on our communities.
- Striving to eliminate any adverse effects on the environment.

Employees:

ServiceJi is dedicated to the fair and secure treatment of its employees, as well as the families and communities connected to them. We acknowledge that ServiceJi's continued success is dependent on having contented and motivated staff. Our policies aim to prioritize internal recruitment wherever possible, provide training, and offer fair and progressively improving salaries and benefits. ServiceJi covers expenses for employees to participate in 'off site days' on Saturdays and hosts weekly activities to foster a sense of community. For more detailed information, please refer to the ServiceJi Employment policy. Additionally, ServiceJi rigorously enforces and educates its employees about Health & Safety regulations and responsibilities, with further details available in the ServiceJi Health & Safety policy.

Community:

ServiceJi acknowledges a responsibility towards the community that extends from its employees and maintains an open-minded approach in this regard. We prioritize sourcing our products and services locally whenever possible and reintegrate our used equipment back into the community. ServiceJi is diligent in ensuring that no negative footprint is left in the surrounding community and actively encourages employees to consider ways we can foster positive change.

Environment: ServiceJi is committed to minimizing the negative impact of corporate activities on the environment. This includes recycling materials and equipment and educating employees about their individual environmental responsibilities. For more detailed information, please refer to the ServiceJi Environment policy.

Policy Responsibility and Monitoring:

Direct responsibility for this policy, as well as its monitoring and reporting, is assigned to the Serviceji Operations Manager (operations@serviceji.co). All inquiries, comments, and suggestions should be directed to Imad Khanzada. All individuals are accountable for adhering to the policy and contributing to its success. This policy does not constitute part of any employee's contract of employment and may be amended at any time.

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