# FIRST QUALITY CERTIFICATION

## Social Responsibility Policy

In **First Quality Certification** (FQC), our work ethics and demeanour are driven by our core values and thus, forms the very foundation on how we deal with our Clients in order to understand and meet their needs and expectations, as well as our other compliance requirements while promoting ethically sound practice within FQC.

**First Quality Certification** (FQC) is committed in integrating social responsibility, accountability, gender equality, transparent and sustainable business practice in our operations.

**First Quality Certification** is dedicated to making a positive contribution within our community, being a sound and respectable employer and minimizing our environmental impacts.

### Our Workplace

**First Quality Certification** (FQC) is committed to providing good and secured workplace, fair wages and a safe and healthy work environment. FQC aims to employ a workforce that reflects the diversity of our Clients. Our employment policies, including a commitment to equal opportunity, are designed to attract and retain high-calibre individuals, regardless of age, gender, race, religion, disability, nationality or sexual orientation. It is our policy to provide staff with training and career development so they can grow and develop within the company. Where practicable, we offer flexible working schedules to enable individuals to balance the needs and demands of both their home and their work lives.

**First Quality Certification** (FQC) believes effective employee communication and consultation is particularly important in achieving our business objectives. We value employees' opinions and seek to actively involve them in the decision-making process.

**First Quality Certification** (FQC) expects every member of staff to take individual responsibility for their performance and to work together to achieve our established goals.

### Our Environment

Although **First Quality Certification** (FQC), as a service provider do not inherently have a high impact to the environment, we endeavour to consciously care and protect the environment we live in.

**First Quality Certification** (FQC) aims to sustain and improve our natural environment for the benefit of all. We are committed to continual improvement in our environmental performance by improving the efficiency with which we use resources and aim to comply with the relevant environmental regulation and legislations. We operate effective environmental management practices to ensure environmental issues are integrated into our business processes.

**First Quality Certification** (FQC) actively encourages all employees to participate in activities that aim to minimize our company's environmental impact to absolute minimum. Awareness training is provided to new members of staff and we communicate with our stakeholders, employees and customers on matters of environmental policy and practices. FQC also encourage our suppliers/ subcontractors to adopt the highest environmental standards.

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## Our Communities

**First Quality Certification** (FQC) is an active member of the community in which we operate and aims at all times to be a good neighbour and employer, as well as making a positive contribution to the local community.

**First Quality Certification** (FQC) supports and encourages its employees to contribute and actively participate in community-related activities such as sponsoring local causes, where possible, particularly those associated with children, the elderly and people with disabilities.

This policy statement shall be periodically monitored and reviewed for its effectiveness and applicability.

Rashid Matar Al Qubaisi
Chief Executive Officer