

Anti-violence Policy

Purpose

Ooredoo Group wants to provide its employees with a safe workplace where mutual respect is a given. We ask everyone to be professional and ethical at work. Ooredoo Group ensures access to a secure and confidential channel to report any unethical behavior without fear of retaliation. This Policy is further reinforced by a detailed Investigation Policy, providing clear guidelines to ensure a consistent, fair, and impartial investigation process.

Scope

This Policy applies to all our employees as well as public visitors, clients and anyone else whom employees come into contact with during work.

Guidelines

“Workplace violence” refers to physical acts of violence or threats to harm a person or property. Abusive behaviors, whether verbal, psychological or physical, are also considered violence. More specifically:

- Verbal abuse can be using unwelcome, embarrassing, offensive, threatening or degrading language.
- Psychological abuse is an act which provokes fear or diminishes a person’s dignity or self-esteem.
- Sexual abuse is any unwelcome verbal or physical assault.

As violent acts can't always be predicted, we ask line managers and team members to be vigilant. Report any concerns or violent acts to HR as soon as possible. Examples of violent behavior among co-workers include, but are not limited to:

- Psychological / Emotional Abuse - Intimidating or bullying others
- Abusive language
- Physical assault
- Threatening behavior
- Sexual or racial harassment
- Cyber or digital harassment

Grievance procedure

All line managers are responsible for implementing our policies and to ensure that all procedures are free of discrimination.

Employees who witness or suspect violence, or are victims of violence, can report to HR or their line manager, who will investigate quickly and discreetly. Ooredoo Group aims to protect victims from harassment and victimization.

Disciplinary consequences

Ooredoo Group doesn't tolerate violence. Any such behavior will trigger appropriate disciplinary action, up to and including termination, removal from boards or committees, as well as potential criminal charges.