

EQUAL STANDING

Non-Harassment and Equal Opportunity Policy of Ibn-Yakteen®

Rooted in Iraq, Building for Generations.

IBN-YAKTEEN® LIMITED

Message from the Chief Strategy Officer



Dear Collogues,

At Ibn-Yakteen, we believe that people are our greatest asset - not only because of their skills and experience, but because of their dignity, individuality, and humanity.

From project sites in Muthanah and Maysan to our headquarters in Baghdad and partnerships abroad, we are committed to creating a culture where every individual is respected, included, and safe.

Harassment, discrimination, and intimidation are not just unacceptable — they are completely incompatible with who we are as a company.

This policy is not a legal checkbox. It's a reflection of our company's character. It's about making sure that no one at Ibn-Yakteen® ever feels unsafe, unheard, or unequal — whether they're a senior manager, a young engineer, a site worker, or a visiting contractor.

I want every employee, partner, and visitor to know:
If you stand for dignity, fairness, and integrity, you belong here.
And if something compromises that — you will be heard, and action will be taken.

As CSO, I fully endorse and stand behind this policy. More importantly, I expect every member of Ibn-Yakteen®, regardless of rank or role, to take ownership of these values.

Because how we treat each other is not a side note to the work we do - it is the foundation of everything we do.

Dr Anmar Raheem
Chief Strategy Officer
Ibn-Yakteen LTD

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1. Purpose of this Policy

> This policy sets forth Ibn-Yakteen's commitment to maintaining a workplace free from harassment, discrimination, and retaliation – and to ensuring equal opportunity in all employment practices.

It applies to all employees, contractors, temporary staff, vendors, and on-site personnel, regardless of their position or duration of employment.

2. Core principles

We commit to:

- Zero tolerance for any form of harassment - physical, verbal, visual, sexual, or psychological.
- Equal opportunity for all individuals regardless of race, gender, religion, ethnicity, age, disability, sexual orientation, or any other protected status.
- A workplace culture where everyone can report misconduct without fear of retaliation.



3. Definitions

Harassment:
Any unwanted conduct that offends, humiliates, or intimidates an individual. This includes:

- Verbal abuse, slurs, or offensive jokes
- Sexual advances or innuendos
- Bullying or intimidation
- Display of offensive materials

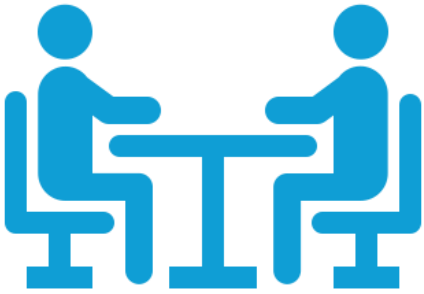
Discrimination:
Unfair treatment based on gender, nationality, religion, disability, marital status, or other personal attributes not related to job performance and are protected in the Iraqi and international law.

4. Reporting and Investigation

Employees are encouraged to report concerns to their direct supervisor, the HR department, or through ethics@ibn-yakteen.com.

- Reports are taken seriously and kept confidential.
- No retaliation will be tolerated against anyone who reports a violation in good faith.
- Investigations will be conducted promptly, fairly, and impartially.

5. Disciplinary Action



Violation of this policy will result in:

- Formal warning
- Suspension or reassignment
- Termination of employment or contract
- Legal action

Disciplinary measures apply regardless of rank or seniority



6. Prevention and training

- All staff will receive awareness training as part of onboarding.
- Regular refresher training sessions will be conducted as needed.

- Posters, documents, and digital materials will reinforce awareness on-site and in offices.

7. Equal Opportunity in Hiring and Advancement

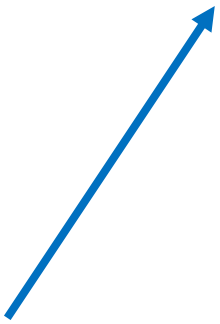
Ibn-Yakteen® commits to:

- Recruiting based on merit, skills, and potential.
- Promoting based on performance, not favoritism or personal connections.
- Encouraging applications from underrepresented or disadvantaged groups.

8. Review and Oversight

This policy is reviewed annually by the HR and Compliance Committees. Updates are issued to reflect:

- Iraqi legal requirements
- International best practices
- Employee feedback



This policy is not just words on paper. It is a reflection of who we are as a company, and who we aim to be. Upholding dignity, respect, and fairness is not optional - it is foundational to Ibn-Yakteen®'s success and integrity.

If you witness or experience anything contrary to this policy, **speak up**. You have the right - and the company has your back.

Final note