

SAS Ltd Code of Conduct

At SAS Ltd, we are committed to a standard of excellence in every aspect of our business, to ethical and responsible conduct in all of our operations, to the respect of the rights of all individuals, and to respect the environment. We expect the all stakeholders (employees, clients, subcontractors) who do business with SAS Ltd's to share these same commitments. SAS Ltd strongly encourage each stakeholder to meet the following standards in all activities that relate directly or indirectly to SAS Ltd.

SAS will evaluate compliance with these standards in determining its own performance and of stakeholder's vision.

Compensation

Compliance with all applicable wage and hour laws and regulations, including those relating to minimum wages, overtime, and other elements of compensation, and will provide all legally mandated benefits.

Hours of labour

Maintaining work hours in compliance with all applicable wage and hour laws and regulations. Supplier will not require employees to work more than any limits on regular and overtime hours allowed by any applicable local law.

Coercion and Harassment

Treating each employee with dignity and respect, and will not engage in or permit any forms of harassment whether based on race, colour, gender, sexual orientation, national origin, religion, disability, age, or any other legally protected characteristic.

Discrimination

Will not discriminate in hiring practices or any other condition of work on the basis of race, sex, sexual orientation, colour, age, gender, national origin, physical or mental disability, religion, status as a disabled veteran, or other legally protected characteristics.

Workplace Safety & Emergency Planning

Provide a safe and healthy workplace for employees by endeavouring to meet or exceed safety standards. Procedures must be in place for handling emergencies such as fires, spills, and natural disasters.

Environmental Protection

Fully comply with all applicable environmental laws, and seek ways to conserve natural resources and energy, reduce waste and the use of hazardous substances, and minimize any adverse impacts on the environment.

Compliance with Applicable Laws

Comply with all laws and regulations applicable as well as industry standards.

Commercial Bribery

Will not bribe in any way by offering or giving kickbacks or by offering or giving gifts of more than nominal value.

Accounting Records

Accounting records must (1) be kept and presented according to the law, (2) in reasonable detail, accurately and fairly reflect transactions, assets, liabilities, revenues and expenses, and (3) Not contain any false or misleading entries.



Conflicts of Interest

Immediately report any "conflict of interest" of which they become aware. A "conflict of interest" is any circumstance, transaction or relationship directly or indirectly in which the private interest improperly interferes, or even appears to improperly interfere, with the interests of any stakeholders.

Monitoring and Compliance

SAS may engage in monitoring activities to assess compliance with this Code of Conduct. SAS Ltd assumes any duty to monitor or ensure compliance with this Code of Conduct, and stakeholder understands that they are solely responsible for full compliance with this Code of Conduct.

Management System and Communication

Establish and maintain processes that are reasonably designed to ensure compliance with, mitigate the risks identified in, and facilitate continuous improvement with respect to, this Code of Conduct.

Ensure that this Code of Conduct is adequately communicated to all employees. Immediately notify SAS upon learning of any known or suspected improper behavior.