

	<b>SAG ALSAHRA Trading &amp; Contracting Co. LLC</b>			
	Document Name:	Confidentiality Policy		
	Document Number:	IQMS-Annexure-5	Revision:	0
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SAG ALSAHRA (SAG) Top Management undertakes the responsibility for the management of all information obtained from the customer as proprietary information and is regarded confidential.

When SAG is required by the law or authorized by contractual arrangements to release confidential information, the customer or individual concerned, unless prohibited by law, is notified of the information provided.

Information about the customer obtained from sources other than the customer shall be confidential between the customer and SAG.

Personnel, including any committee members, contractors, personnel of external bodies, or individuals acting on behalf of SAG are bound to keep confidential all information obtained or created during the performance of SAG's activities, except as required by law. It is the policy of our organization to protect the confidential information and proprietary rights of our customers.

SAG ensures to avoid involvement in any activities that would diminish confidence in its competence, impartiality, judgment, or operational integrity. Operational integrity is reviewed by management on a regular basis to ensure continued suitability and effectiveness of policies and procedures. Any problems are acted on immediately with utmost priority.


  
*Handwritten signature: Haniya Al-Qadafi*

Chairman

Date: 10-07-2020