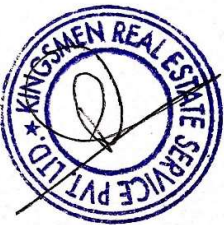




Code of Conduct Policies

Kingsmen Real Estate maintains high standards of workplace behavior to foster professionalism and respect. Employees are required to dress in formal attire appropriate for the work environment, particularly during client interactions or meetings. Mobile phone usage is restricted during working hours, except for breaks, and phones must be kept silent during meetings. Employees are expected to engage with colleagues respectfully, avoiding workplace politics, alliances, or disruptions that may hinder productivity. Confidentiality is a cornerstone of the code of conduct, requiring employees to protect sensitive company information and prevent unauthorized disclosures. Ethical behavior is non-negotiable, and employees must avoid any actions that could harm the company's reputation. Repeated violations, such as non-adherence to dress codes or misuse of mobile phones, may lead to disciplinary actions, including termination. By upholding this policy, Kingsmen Real Estate ensures a harmonious, respectful, and professional workplace that supports its organizational values and goals.



Signature



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