

MDC's CODE of Conduct

Our Business Practice Standards, or "Standards," are just one part of our Code of Conduct. To meet our commitment to high ethical practices, we have a compliance program designed to detect and prevent behaviors that could harm our Company and the people we serve. The program is based upon recognized government standards for effective compliance programs and provides for:

- ✓ **Leadership:** -The CEO oversees the program and reports directly to the Audit and Committee of our Board of Directors.
- ✓ **Written Standards:** - Our commitment to ethics and compliance is set forth in these Standards, as well as in extensive policies and procedures that help us follow relevant laws and regulations, industry codes and best practices.
- ✓ **Effective Lines of Communication:** - We promote the kind of environment where employees can raise questions and concerns without fear of retaliation, and we offer several resources for employees to report violations thru our compliance systems contact systems.
- ✓ **Training:** -We provide appropriate education and training of employees and agents to help them meet their ethical and compliance obligations.
- ✓ **Accountability:** -We require that all the company employees adhere to our Standards as a condition of their continued employment. We support ethical behavior, evaluating it as part of annual performance reviews, promptly investigating reports of misconduct and taking prompt disciplinary action against those who violate our Standards.
- ✓ **Assessment:** -We perform monitoring and auditing of the program to evaluate its effectiveness and conduct an annual Certification of **Business Practices Compliance**.
- ✓ **Remediation:** - Results of investigations, audits and monitoring are communicated to the Compliance Manager and business leaders. When an area for improvement is identified, we take appropriate corrective action. We recognize that compliance is a dynamic concept, so we constantly review and update our program to improve it and make it more effective.

Who Must Follow the Standards?

The Standards apply to all to all employees, members of the Board of Directors and agents of the company. MDC's reputation is reinforced by our business conduct as individuals.

Every day our colleagues, customers, patients, suppliers, investors, and the communities in which we live, and work evaluate us. Every interaction is an opportunity for us to demonstrate that integrity is central to our business success.

Employee Responsibilities - As an employee, you are expected to understand our Standards and policies, abide by them, and raise any questions or concerns you may have. You are also responsible for reporting wrongdoing should any occur within the company.

All employees, upon hire, are required to commit to conduct themselves in an ethical manner by acknowledging that they've read, understand, and agree to abide by our Standards. We renew our commitment through the annual "**Certification of Business Practices Compliance**" process. As an employee, you also have a responsibility to cooperate in investigations related to compliance matters. A refresher of the compliances will be renewed on a yearly basis.

These Standards do not represent an employment contract between the company and its employees and may be updated from time to time. Because our Standards and the supporting policies and procedures may change from time to time, We are each responsible for knowing and complying with the current local laws, regulations, standards, policies, and procedures that govern our work. If you fail to comply, you risk being disciplined or terminated. If you break the law, you also may be **personally liable**. Remember, ethical business conduct is part of everyone's job and is a constant at the company. We do not change our standards because competitors behave differently, or our financial goals aren't being met.

Management Responsibilities- If you supervise others, you have a responsibility to act and communicate in a manner that is consistent with our Standards. You may be held accountable if your employees break the law or violate our Standards. We rely on you to create a culture of compliance in which your employees understand their responsibilities and feel comfortable raising concerns without fear of retaliation. Encourage ethical conduct by personally leading compliance efforts, taking compliance into consideration when evaluating your employees, and reinforcing the importance of our Standards—help your team understand that results are never more important than conduct.

How to Seek Advice or Report issues

Managers typically should be the first people you turn to for help to provide guidance on business practice matters. These leaders include Members of the Senior Management /BUL /Project Managers /Senior Managers/ Controller / Administration Or if you are not comfortable speaking with anyone inside the Company, email your concerns directly to the HR Manager. Any allegation of reprisal will be investigated, and corrective action taken. It is our policy to protect those who do the right thing and management is responsible for enforcing this policy.

The HR Department is responsible for administering internal investigations of suspected violations of our Standards and related policies., Employees who fail to comply with the rules or regulations governing our business, or who violate the spirit or letter of our policies are subject to disciplinary action up to and including termination of employment and, if warranted, legal proceedings. Misconduct that may result in discipline includes:

Committing—or requesting or directing someone else to commit—violations of law or our Standards/ Failing to promptly raise a known or suspected violation/ Failing to cooperate in an investigation of possible violations/ Retaliating against another employee for reporting a concern/ Failing to demonstrate leadership and diligence to ensure /compliance with our policies and the law.

Our Business - We obey all laws and regulations in conducting our business. We conduct our business with honesty and integrity.

Medical Device Laws and Regulatory Requirements

We comply with all medical device laws and respect our regulatory requirements. Our partners and our company are heavily regulated by governmental agencies, health ministries and other regulatory authorities around the world. Regulatory requirements include marketing approvals, clinical study parameters, good manufacturing practices, design controls, and labeling and advertising controls, among others.

Sales and Marketing Practices

We market our products honestly and in compliance with all laws and regulations. We must preserve our reputation as a leading company whose products and services are desired for their features, innovation, quality, and value. We honestly describe our products and services and take care to ensure that all promotional materials and communications are accurate, balanced, substantiated and compliant with legal and regulatory standards.

Make sure in your marketing practices that you: Don't mislead or omit important facts / Don't promote a product before it is approved/ Don't promote a product for a use other than for which it was approved / Don't unfairly criticize a competitor's products or services—some countries prohibit all comments about a competitor.

Interactions with Health Care Professionals

We interact with health care professionals in compliance with all laws, regulations, and applicable industry standards. As an employee, you are prohibited from offering or giving anything of value to a Health Care Professional (HCP) to induce or influence that person to prescribe, use, purchase, lease or recommend our product. In cases where an HCP is also a government employee, extra care must be taken.

You are responsible for knowing our policies and procedures regarding promotional activities and interactions with HCPs. The use of an HCP as a consultant / Sponsoring medical seminars or other events attended by HCPs / Awarding educational grants / Paying honoraria or speaker fees / Sponsoring trips to medical meetings or the company facilities All these arrangements must be taken prior approval.

Competition Laws

We follow all antitrust and competition laws. MDC is committed to a free and competitive marketplace. We believe buyers should be able to select from a variety of products at competitive prices. You must avoid situations that violate the principles of fair competition, as well as situations that violate the law.

Some general guidelines on practices to avoid:

Do not discuss the following subjects with competitors, whether relating to our competitors' products: Pricing or pricing policies / Terms or conditions of sale - (past, present, or future) / Royalties-/ Lease rates / Warranties / Bids and contracts / Customer information / Discounts / Territorial markets / Promotions / Inventories / Costs / Production capacities or plans / Profits / Distribution or selling strategies / Do not make sales or purchases based on buying or selling something in return. / Do not restrict a customer from buying a competitor's product or require the customer to purchase one product as a condition of buying another. / Do not offer a customer price on terms more favorable than those offered to competing customers / Do not negotiate agreements on resale prices with distributors or dealers.

Bribery & Corruption

We do not make or receive improper payments, nor do we offer inappropriate gifts or entertainment. We do not participate in any corrupt practices, nor do we allow those who work on our behalf to make or offer them. We keep accurate and transparent business records.

All employees or other individuals representing the company must follow the laws of the **UAE laws** as the **U.S. Foreign Corrupt Practices Act** and the **U.K. Bribery Act**. These laws are serious and far-reaching, and companies that violate them risk not only damage to their reputation and future success, but also costly lawsuits, substantial fines—even jail time for individuals.

We are committed to winning business based solely on the quality of our products. regardless of local custom or competitive practices, do not offer, make, or authorize, request, agree to receive or receive payment of money or anything of value—including cash, gift cards, gifts, travel expenses, entertainment, charitable or political contributions, per diem payments, sponsorships, honoraria, loans or employment offers—to: Influence the judgment or conduct, or to ensure a desired outcome or action of any individual, customer, company or company representative/ Win or retain business or influence any act or decision of any governmental official, political party or candidate for political office, or business partner/ Gain a business advantage

Third Parties

Third parties who act on our behalf (such as sub-distributors and consultants) are subject to the same restrictions that you are. We Never make, offer to make, or authorize payment to a third party if you know or have reason to believe that all or part of the payment will be offered or given by the third party to someone to secure an improper advantage or to obtain or retain business.

Who's a Government Official?

A "government official" includes not only elected officials, but also consultants who hold government positions and employees of companies owned by a government and may include the spouses and other immediate family members of the government official. Health Care Professionals may also be deemed government officials if working for a non-government agency, such as a public university or government hospital.

Facilitating Payments

"Facilitating payments" are payments to government officials intended to speed up or encourage them to take routine governmental action of a clerical or ministerial nature—they are generally not permissible by us or third parties acting on our behalf. In some places where the company has operations, requests for facilitating payments may be made by government officials.

Business Information

We gather business intelligence properly. Business information about other companies should be collected and used ethically, in compliance with applicable laws, and without violating confidentiality. We may gather information from public sources such as websites, published articles, brochures, or customer conversations. We may also use the services of outside vendors who appropriately and legally gather business information.

But we may not gather—or ask anyone else to gather—information through any

inappropriate means, including Misrepresentation/ Deception/ Theft / Bribery /Do not request or use information that would violate laws regarding fair competition, antitrust practices, proprietary information or confidential relationships between employees and employers.

Trade Compliance

We follow customs, anti-boycott, embargo, and trade control laws. Every country has laws about importing and exporting goods, services, and technology. International organizations such as the United Nations, the World Trade Organization and the European Union also regulate trade by member states. We are responsible for complying with any export or import restrictions imposed by the laws of the countries in which we do business as well as applicable UAE. MDC Care and its agents and representatives must comply with all applicable import and export controls.

These laws govern the export and re-export of goods, and require appropriate measures be taken to ensure that the company' products are not improperly exported or diverted or re-exported to destinations not stated on the commercial invoice without appropriate prior authorization. Certain other laws, notably the Foreign Corrupt Practices Act, restrict payments or other consideration being given to any governmental agency or official in connection with the sale of any manufacturers/ partners' products. We oversee and provide guidance on trade compliance issues. These issues may include:

Export & Compliance Issues

- **Restricted Parties**-the employee are prohibited from doing business with certain individuals, groups or organizations in both domestic and export markets. We follow our contractual terms and ensure that we do not do business with a "restricted party must be maintained in our transactions"
- **Prohibited Activities**-personnel must screen transactions with potential "end-user" customers who may be involved in chemical or biological weapons development, missile technology or sensitive nuclear activities.
- **Warning Signs**-In case our employees must note any unusual circumstances in a transaction that may indicate the product, technology or technical data may be destined for an inappropriate end use, end-user or destination.
- **Restricted Products and Technologies**-Certain products, software and technologies require an export license even when they are shipped to a legitimate company in a friendly country for peaceful use.
- **Trade-Restricted Countries** -The United Nations and the United States government restrict trade with certain countries.
- **Anti-boycott Regulations** A boycott is an organized effort to coerce a "target" to take a specific action. Boycotts are "enforced" by refusing to buy, sell or use the target's products and/or services. All The company operations and employees worldwide must strictly adhere to U.S. anti-boycott laws.

Import Compliance Issues

- **Classification of Goods** -Countries assess and collect import duties on goods that cross

their borders. In order to determine the appropriate duty owed, imported goods must be classified accurately and assigned the correct tariff number. The description, use and contents of the imported material determine the tariff classification. Questions about the classification of goods should be directed to Our Procurement /Regulatory Manager.

- **Country of Origin** -Country of origin or country of manufacture is determined by where the goods were “substantially transformed.” Simple assembly of components does not establish country of origin. Contact the Global Logistics Group with questions about country of origin.

- **Valuation** -Intercompany shipments to the company affiliates must show a “value for customs purposes” as the established intercompany transaction price. Shipments from third parties must show a cost that reflects the “fair market value” of the goods being imported.

Anti-money Laundering Laws

We comply with all applicable anti-money laundering laws, rules and regulations’-money laundering laws prohibit us from engaging in a financial transaction if we know that the funds involved were derived from illegal activities. We only conduct business with reputable customers and third parties involved in legitimate business activities with funds that come from legitimate sources. If you believe that someone may be engaging in any illegal activity, consult the Legal Department before entering the transaction.

Product Quality & Patient Care

MDC’s reputation is built on the quality of our products and services. All employees are dedicated to helping patients by providing high quality products and services delivered in a timely manner. We are committed to maintaining an effective quality system which complies with the regulations we follow. Our quality manual details our quality standards and the system for administering the quality process. The quality system covers all aspects of our business to ensure product quality and safety, including design and development of products, design and control procedures for manufacturing processes, supplier quality management so that purchased products and services comply with specifications and regulatory requirements, and procedures to control nonconforming products, to investigate reasons for nonconformance, and to take corrective and preventive action. Our quality and service standards ensure that our customers receive the right products at the right time. If our customers have questions or problems, you have a responsibility to promptly respond and resolve their issues in order to maintain their trust.

Patient and Other Third-party Privacy

We respect the confidentiality of patient and other third-party records and privacy. In compliance with data privacy laws, we strive to keep personal data private. If you work with personal information as part of your job, make sure that only those with appropriate authorization and valid business reasons have access to it and that it is used only for legitimate legal or business purposes. We allow third parties access to their own records in accordance with local statutory requirements.

Working with Third Parties

We ensure that the people and organizations who work on our behalf are reputable, qualified and do not create conflicts of interest. MDC Care uses outside people or organizations—including agents, representatives, consultants, independent contractors,

distributors, and suppliers—to help conduct business. We select our business partners carefully and choose those who share our values and standards for ethical business practices. We have a responsibility to consider their business practices, behaviors, reputation, experience, and any past violations of law when we make decisions about partnering with them. Transactions with third parties operating in high-risk markets carry a higher risk of corruption, so it is important to exercise due diligence during the selection process and to monitor third parties throughout the term of our relationship with them. All agreements with third parties should be in writing and include confirmation that they will comply with all applicable laws, including anti-corruption laws such as the Foreign Corrupt Practices Act and the U.K. Bribery Act, as well as local labor and employment laws for third party suppliers.

Before partnering with a third party to conduct business on our behalf, please contact your Business Unit Manager to ensure that your arrangement agreements are compliant as per law and do not affect any business relation with any internal or external party.

Our Resources-We treat our colleagues with fairness and respect in a safe work environment

Fair Employment Practices

We are committed to fair opportunity for all employees and seek to unite a culturally diverse workforce. Each employee is an important member of our worldwide team. We work to ensure that all employees and applicants for employment are given consideration and treated without regard to their race, color, religion, national origin, gender, age, sexual orientation, gender identity or gender expression, marital status, disability, veteran's status, or other characteristics protected by law. Unlawful workplace discrimination is not tolerated and should be reported to your manager, human resources representative or any member of management. Employees are not required to report discrimination to a manager or supervisor who is alleged to have engaged in discrimination.

Harassment

We value a work environment free of harassment. We do not tolerate any behavior that harasses, disrupts, or interferes with another person's ability to work. Unacceptable behavior includes verbal, non-verbal and physical intimidation, or attacks. Anyone who feels they have been harassed should ask the offending person to stop and clearly communicate that the action is unwelcome. Any harassment also should be reported to your manager, human resources representative or any management employee.

Retaliation against an employee who reports allegations of discrimination or harassment in good faith is absolutely prohibited.

Drugs and Alcohol

We work free from the influence of illegal drugs or alcohol. No employee may have an illegal drug in his or her system while on the job. We also prohibit the misuse of alcohol and over the counter or prescription drugs at work. You may not use, possess or sell illegal drugs on Company property. To keep a drug-free workplace, we may require that you take drug tests as allowed by national laws.

Support for Work and Life Balance

We respect employees as individuals and value their talents. We strive to operate an

effective and efficient business while recognizing the challenges of integrating work and life demands. As an employer of choice, we value our employees and provide workplace flexibility through alternative work arrangements, as appropriate, to empower you to meet both your professional and personal commitments. Managers and employees should work together to meet this goal.

Employee Privacy

We respect the confidentiality of employee records and privacy. We maintain and respect the confidentiality of employee records and privacy in the same way we do our customer records and privacy. We make sure that only those with appropriate authorization and valid business reasons have access to them and that use is restricted to legitimate legal or business purposes. We allow employees access to their own employee records in accordance with local statutory requirements

Our Community and Corporate Responsibilities -We are committed to being productive and respectful members of the communities where we do business. Supporting the Community

Environmental, Health and Safety

(EHS) We provide a safe and healthy workplace, promote environmental excellence in our operations and communities and participate in the EHS programs of our customers and stakeholders. We comply with relevant government legislation and regulations, medical device industry standards and other requirements to which the Company subscribes. All of company's Environmental, Health and Safety (EHS) policies, The company' commitment to preventing injuries and illnesses affecting employees, contractors, and visitors at Our facilities/ Demonstrate The company' commitment to the prevention of pollution, including solid and hazardous wastes, consumption of natural resources, adverse air emissions and other pollution indicators/ Reduce EHS-related risks and costs while enhancing Company productivity by implementing EHS programs proven to be effective in the medical device industry We must understand and follow the EHS requirements of our jobs. We must work in a way that assures our own safety and the safety of our co-workers.

Political Activities

It is company's best interest to maintain good relationships with public officials. We encourage you to participate in local activities that address the needs of the communities in which you live and work, including personal activity such as volunteering to support a community campaign. In **personal civic affairs**, make it clear that your views and actions are your own and not those of MDC Care. If you plan to seek elective office, or accept appointed office, notify your manager, and discuss if your official duties might affect your work. Make sure your involvement is not prohibited by other Company policies or suggestive of anything improper, and do not use any company funds or resources to help or promote any charitable cause or political candidate or party.

Providing Information to Government Organizations

We comply with all reasonable requests from government agencies. To ensure a suitable response, requests must be reviewed with the appropriate corporate functions before: Responding to a government agency's request for information/ Submitting to an interview/ Giving government officials access to Company facilities/ Signing a document presented by or received from a government agency. You should never conceal, destroy, or alter any documents, lie, or make misleading statements to a government agency,

obstruct in any way the ability of the government agency to obtain the requested information or instructor cause anyone else to do so.

Sales to Government

We comply with applicable laws and regulations when we conduct business with national governments and government-owned businesses. Employees involved in sales to governments, government agencies and government-owned businesses must be aware of the special rules, laws and regulations that apply to these markets. Many of our customers are owned by governmental entities and their employees are considered government officials. Be truthful and accurate in your dealings with government customers. Do not offer or accept kickbacks, bribes, gifts, or other improper favors. Do not solicit or obtain proprietary information prior to the contract or bid award. Do not negotiate for employment with a government official or a member of his or her family while the official can influence decisions about contracts with the government.

Above all, be aware of and comply with all laws, regulations, and special requirements for these transactions. If you have questions about selling to governments, government entities, institutions funded by a government agency or individuals who work for a government or governmental unit,

Communications with the Media

We are committed to delivering accurate and reliable information to the media and to the public through approved internal channels. What is said or written about the Company can impact our reputation, so we place great importance on maintaining effective relationships with the news media and providing information in a timely, accurate and consistent manner. If you are approached for information, advise that you are not authorized to answer questions from the media or the public. Obtain the name of the person making the request and immediately notify Management Team, which will coordinate with the appropriate businesses, regions, and functions. Employees are not authorized to answer questions from the media and the public. This policy applies to all forms of messages and media—formal or informal, electronic, or written.

Communications with Investors/Partners

We are committed to delivering accurate and reliable information to our shareholders and the financial community. Comply with Company accounting policies and procedures as required and cooperate fully with internal and external auditors.

Social Media

We use social media with transparency, integrity, and good judgment. You have a responsibility to be respectful of others, act with integrity and follow our Standards when using social media such as blogs, social networks, and Web-based communities, whether you access the Internet via Company-provided systems or your own.

Our Company and Shareholders -We act in the best interests of the company and our shareholders and protect Company assets.

Conflicts of Interest

We avoid conflicts of interest and act only in the best interests of the company. Our work at the company is our first responsibility. A conflict of interest arises when you put your personal interests ahead of the Company in ways that could harm the company. As an

employee, we trust you to make decisions and take actions based on the best interests of the Company, not personal relationships or benefits you or members of your family may receive. Avoid entering arrangements that conflict, or appear to conflict, with your responsibilities to the company.

If you feel you may have an actual or potential conflict, you must disclose it to the HR Manager, who will document approval, if granted. It is impossible to list every situation that might give rise to a conflict of interest, but there are some areas where conflicts typically arise:

Personal Investments or Transactions Avoid situations where your personal investments (or those of your family members) present—or create the appearance of—a conflict of interest between you and the company. A conflict can exist if you have a significant financial interest in any company that does or seeks to do business with the company or is one of our competitors.

A financial interest is “significant” if it represents more than one percent of the company or more than five percent of your total assets or the assets of your family member. Family members include your spouse, children, parents, siblings, in-laws, and life partners.

As with all potential conflicts, you may not, without approval of the Management: / Receive fees, commissions or other compensation from a supplier, competitor, or customer of the company. / Acquire, directly or indirectly, real estate, business interests or other property if you know or have reason to believe that it may be of acquisition interest to the company. / Conduct business on behalf of the company with a relative or a business entity with which you or a family member is associated.

Outside Employment

Any outside activity—whether a second job or self-employment—must be totally separate from the work you do for the company. A second job or affiliation with another company / competitor is not allowed. A second job or affiliation with a customer, supplier or provider of services is discouraged but may be allowed if you obtain written approval from your manager. Even in situations where outside employment is permitted, you are still bound by all confidentiality agreements with the company. Never use Company time or the time and resources of other employees to promote outside employment ventures or activities unless authorized by your Management.

Service on Boards

Serving as a director of another corporation may create a conflict of interest. Being a director or a member of a standing committee of some organizations, including government agencies, also may create a conflict. Before accepting an appointment to a board or a committee of any organization whose interests may conflict with your business objectives.

Gifts and Entertainment

When you make business decisions on behalf of the company, we rely on you to be objective. Never accept gifts or other benefits that will compromise your objectivity or give the appearance to others that it might. Don't offer or accept lavish gifts or entertainment. Accepting unsolicited gifts and business courtesies such as meals and entertainment is only permissible if they are:

Customary and commonly accepted business courtesies/ Permitted by all applicable laws/ Not excessive in value / Given and accepted without an express or implied understanding that you are in any way obligated by accepting the gift Not every gift is wrapped with paper and ribbon. View with caution unusual gifts such as gratuitous services, expense reimbursements, loans, articles of significant value, discounts and personal use of equipment or facilities.

The following situations are inappropriate and are prohibited:

Soliciting a gift, entertainment or preferred treatment for personal benefit/ Giving and receiving any gift of currency, unless it is allowed by local policy and approved by your manager / Accepting an opportunity to purchase products, services or a financial interest under terms not available to your /co-workers If you are given or offered a gift, entertainment or preferred treatment you believe is inappropriate, refuse it and report it promptly to your manager.

If there is no opportunity to refuse the gift, it should be returned, if possible, with an explanation of the company' policy on gifts. If returning it is not feasible, or would offend the donor, donate it to a charity or distribute it equitably within your organization.

Corporate Opportunities

We do not take advantage of the company corporate opportunities for personal profit. You have an obligation to advance our Company's business interests when the opportunity arises. Don't take for yourself—or direct to a third party—an opportunity that you discover through your position or using Company property or information unless the Management documents that the company has no interest in it and that it is appropriate for you to pursue the opportunity.

Confidential Information

We protect confidential information. "Confidential information" is an asset. It includes facts, data and knowledge that you may be exposed to as part of your job that have not been disclosed to the public and includes Proprietary information: Information we own that represents the work we do including software programs, trade secrets, engineering drawings, copyrights, ideas, techniques, inventions, product specifications, research, marketing data—all of the information that makes our Company unique. / Personal Information: Information about our customers, patients, or employees that we are entrusted with, including telephone numbers, birth dates, medical record numbers, social security numbers—any data that could be used to identify a person.

You have an obligation to safeguard confidential information, whether it is information that belongs to our Company or to third parties with which we do business—such as customers or business partners.

Make sure you: Are cautious about discussing or displaying confidential Company business in public places, such as planes, trains, elevators and restaurants/ Are careful when discussing confidential information on cell phones or transmitting it over the Internet or fax/ Remove confidential information from meeting rooms, photocopy machines and all non-secure areas / Keep your computer and hand-held devices in a secure place, and use a password to limit access to the information stored on them / Limit specific information when presenting to audiences that include people from outside of the company

Examples of confidential information include Technical

- **Design specifications**—Blueprints / Formulations/ Prototypes / Compilations of data/ Computer programs/ Research and development data/ Engineering designs/
- **Financial**— Pricing/ Profit margins/ Budgets/Costs/ Standard Operating Procedures (SOPs) /Plant layouts / Unfinished materials/ Manufacturing forecasts/ Quality data
- **Human Resources**— Employment data/ Wage and salary data/ Personnel files/ Employee medical records
- **Sales/Marketing**—Customer information/ Patient information/Marketing strategies / Pricing/contract information
- **Strategic**— Strategic plans/ Regulatory plans/ Planned business or product acquisitions or divestitures/ Clinical trial data Supplier/ Quality data/ Pricing/contract information/ Supplier lists and related information

Our colleagues and business partners trust us to preserve the privacy of their personal information. Always comply with applicable privacy laws, rules, and regulations wherever you do business and use it only within the boundaries of applicable law and our Company policies. Collect and keep it only for legitimate business purposes, take precautions to safeguard it and share it with only those within the company who have a legitimate need for it (and who will protect it). As a Company, we allow employees to review and correct their personal information. When appropriate and in accordance with local laws, we give notice and/or obtain consent when collecting, processing, transferring, and storing an individual's personal information.

Your obligation to treat information as confidential does not end when you leave the company. If you leave the Company, you must return everything that belongs to the Company, including all documents and other materials containing confidential information regarding the company and its business partners. You must never disclose confidential information to your new employer or to others after you terminate your employment. Similarly, while doing your job at the company you must not disclose or use confidential information that you acquired during your employment by another company.

Intellectual Property

We protect the intellectual property of the company and respect the valid intellectual property of others. Our knowledge base is an asset. Protection of our intellectual property—including patents, trade secrets, copyrights, trademarks, and scientific and technical knowledge—is essential to maintaining our competitive advantage. The intellectual property you generate while doing your job contributes to our strength. Safeguard it and ensure it's used responsibly. We also respect the intellectual property rights of others. Obtain written permission before using another company's valid patents, name, trademarks, logos, printed materials or copyrighted materials such as articles, movie clips, pictures of famous personalities or software.

Books and Records

We keep accurate and complete books and records. We maintain an effective system of internal controls over financial reporting to reflect our business and our assets accurately and fairly. Accurate and reliable financial and business records are essential to the management of the company and to safeguarding investor confidence., in compliance with the local UAE tax, FRCA Foreign Corrupt Practices Act, the U.K. Bribery Act and other legal and regulatory requirements. This includes Travel and expense reports / Time sheets/ Payroll and benefits records/ Performance evaluations/ Invoices/ Other essential Company data.

Employees are strictly prohibited from making false, misleading, or incomplete entries or failing to disclose or record funds or assets of the company. If you become aware of any unrecorded funds or assets, or false or artificial entries in our books and records, it is your duty to report the matter.

Records Management.

We retain Company records to comply with our obligations. We produce and receive large numbers of business records. We are committed to compliance with all applicable laws and regulations relating to the preservation of records. Our policy is to identify, maintain, safeguard, destroy or retain all records in our possession on a systematic and regular basis.

We protect company assets and ensure it is used only for legitimate business purposes. This includes office facilities, equipment, supplies, products, information, and other assets. Incidental and occasional personal use of the company assets such as computers, telephones and supplies are permitted, All documents, including electronic communications, are the property of the company and are subject to review at any time.

You have a responsibility to use these resources appropriately. Use only approved equipment to access the network, do not install unauthorized software, and do not use the systems to display, procure or transmit inappropriate material. You may not use The MDC Care computer resources or communication systems to transmit: Abusive or objectionable language / Information that is illegal or obscene/ Messages that are likely to result in the loss or damage of the recipient's work or systems/ Defamatory messages.

Careful Communications

Be careful when you communicate, whether in writing or electronically (including emails, instant messages, online chats, blogs, or posts on social networking sites). Strive to be objective, professional, truthful, and accurate. Avoid offensive, inflammatory, or aggressive language and do not exaggerate, make broad general allegations, speculate about matters with legal significance or make statements that could be taken out of context. Always keep in mind that your communications can be far-reaching, permanent and have a negative or damaging impact on you, the company, and our shareholders.

COMPLIANCE RESOURCES

If you know or suspect that any our Standards have been violated, report it promptly to your manager, your Human Resources Department at info@mdccare.com