

**Financial and Accounting Integrity****1. What is our commitment?**

We are committed to the maintenance of accurate and complete corporate records.

**2. What is expected of employees?**

Transactions between Ramat and outside individuals and organizations must be promptly and accurately entered in our books and systems in accordance with generally accepted accounting practices and principles.

**3. What actions on the part of employees are considered unacceptable?**

Rationalizing or even considering misrepresentation of facts or falsification of records is completely unacceptable. It is illegal, will not be tolerated, and will result in disciplinary action.

**4. What is the specific policy to ensure financial and accounting integrity?**

All accounts and records shall be documented in a manner that:

- Clearly describes and identifies the true nature of business transactions, assets, liability, income and expenditure.
- Properly and timely classifies and records entries on the books of account in conformity with generally accepted accounting practices and principles.
- >No record or entry or document shall be false, distorted, misleading, misdirected, and deliberately left incomplete or suppressed.



Tel: +966 11 494 2223 (Saturday – Thursday 8:00 AM – 5:30 PM)



Email: [info@ramat.com.sa](mailto:info@ramat.com.sa)



Address: 3598 King Abdullah Rd. Riyadh, Saudi Arabia. 43615

**There is no room for:**

- Improper or fraudulent accounting;
- Documentation or financial reporting contrary to company's policies and
- Intentional wrong accounting / misclassifications and miscalculations.

The company has established internal control standards and procedures to ensure that assets are protected and properly used and that financial records and reports are accurate and reliable.

Employees share the responsibility for maintaining and complying with required internal controls. Improper accounting and documentation and fraudulent financial reporting are not only contrary to Company policy but also may be in violation of laws and regulations.



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