

# *Century Extrusions Ltd.*

## **Ethical Behavior Policy**

(CEL/ EBP/01)

Do Not Violate the Law- Never participate in any business entertainment activity that would violate the law or may embarrass the Company by its public disclosure.

Divulging the Company's confidential or proprietary information that is not integral to the product or services provided by the customer, supplier, vendor, and other third party;

You shall deal fairly and in good faith with the Company, the Company's customers, stockholders, employees, vendors, suppliers, regulators, business partners, competitors, and other third parties. You shall not take unfair advantage of any of them through manipulation, concealment, abuse of privileged or confidential information, misrepresentation, fraudulent behaviour, or any other unfair dealing practice. Fraudulent behaviour includes, but is not limited to:

- Dishonest conduct;
- Forgery or alteration of negotiable instruments or Company documents;
- Misappropriation or theft of any Company, employee, customer, partner, supplier, or vendor assets;
- Conversion to personal use of cash, securities, supplies, or any other Company assets;
- Unauthorized handling or reporting of Company transactions;
- Falsification of Company records or financial statements, or the inclusion of false statements or information in any Company record or financial statement;
- Signing the name of a customer, supplier, vendor, or other third party, or their representatives, to any document.

You are responsible for safeguarding-

- Physical assets, such as, for example, our buildings and facilities, vehicles, equipment, manufactured goods, inventory, office equipment, mobile and communication devices, computers, and similar assets.
- Intangible assets, such as computer programs, Company data, proprietary information.

Conserving and properly managing energy, water, raw materials, and other natural resources is the duty of all employees.

Date: 02.05.2020

**CMD**