

FRATERNIZATION POLICY

1.1. POLICY PURPOSE

The Fraternisation Policy outlines TPL's guidelines on employees forming personal relationships with each other.

We strongly believe that a work environment where employees maintain clear boundaries between employees' personal and business interaction is necessary for effective business operations. This policy establish boundaries as to how relationships are conducted during working hours and within the working environment.

1.2. SCOPE

This policy applies to all employees of the TPL Group and also applies to other candidates/employees/students engaged in an contractual employment/internship capacity.

The goal of this policy is not to interfere with the development of co-worker friendships. It only identifies when these relationships are appropriate and when they are not.

It also dictates the actions the employees need to take if a co-worker relationship is deemed inappropriate and lays down the potential consequences if the policy is violated.

1.3. POLICY STATEMENT

Fraternization is defined as a consensual romantic or consensual intimate relationship between individuals employed by the Company and may include:

- i. relationships developing between employees where one partner of higher status and/or power with explicit or implicit authority over, or the power to reward, misuse that power to entice that partner of lower status and/or power into an illicit relationship;
- ii. relationships developing between employees working within the same department; or
- iii. Any relationship that interferes with the Company's culture of teamwork, the pleasant work environment, or the productivity of employees.

Such situations may cast doubt on the objectivity and fairness of the workplace, and damage workplace morale. Moreover, because of the real or perceived power imbalance that may exist, such a relationship may also raise questions about the mutuality of consent.

If a relationship develops, the same must be promptly disclosed to the Human Resource department immediately. The Human Resource department and the Management will evaluate the situation and ensure that alternate supervisory or evaluative arrangements are in place to address any conflict of interest.

A supervisor who becomes involved in a relationship covered by this policy shall notify Human Resource Department immediately.

Upon receiving notification of such a relationship from the supervisor/employee, the HR representative shall immediately assign to another supervisor all responsibilities for employment decisions affecting the subordinate employee and shall make arrangements to transfer one of the employees to another position within the organization in a reasonable period of time.

The Supervisor will be subject to disciplinary action for failing to promptly disclose a romantic or intimate relationship with an employee.

Prompt disclosure is an effective method of adhering to this policy but does not alone ensure that the policy has not been violated. Policy violations will be determined on a case by case basis after considering the facts of each relationship.

1.4. DEFINITIONS

For the purpose of this policy, the terms below have the following definitions:

Consensual Relationship: A Consensual Relationship is one in which two people are engaged by mutual consent in an emotionally (romantic) or physically intimate relationship.

Supervisor: Any person who has the authority and/or responsibility to hire, promote, discipline, evaluate, assign or direct employees of the organization.

Management Plan: A document that outlines the management and/or operational mechanisms and processes put in place to address the conflict.

1.5. ENFORCEMENT

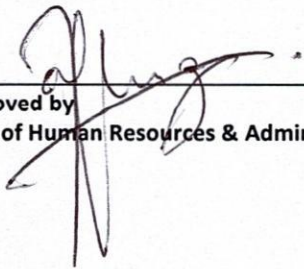
TPL reserves the right to investigate situations in the workplace to determine whether a relationship, as defined herein, exists and therefore presents a possible violation of this Policy.

If TPL determines that such a relationship exists, remedial and/or disciplinary measures, including but not limited to a transfer, reassignment, or dismissal, shall be utilized to mitigate issues that arise relevant to the enforcement of this policy.

Management Rights:

The Management of the company has the right to revert, change, amend, nullify or cancel all or any parts of this policy without prior notice.

Approved by
Head of Human Resources & Administration

A handwritten signature in black ink, written over a horizontal line. The signature is stylized and appears to be "A. Hussain".