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# Code of Ethics Guidelines

These guidelines determine the code of ethics for Cobra Sports Services employees whom they must adhere to during your employment.

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2. This document should be updated before 36 months of its effective date.

## Version History

Revision	Date	Description	Modified By
V1	01/April/2022	Develop the main document.	Hany Shalaby

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## Approvals

**DECLARATION:** The following sign-off represents agreement to the contents of this document. All signatories of this document must ensure that their team abides with it until it is superseded by another version.

Name	Title	Responsibility	Signature & Date
Ahmed Moustafa	General Manager	Approver	
Hany Shalaby	Operations Director	Owner	

## Code of Ethics Guidelines

Our principles of ethical standards are guided by the following core values;

- Integrity of our decisions and actions,
- Competency in our skills and professions,
- Values in our economic contributions to employers, and
- Responsibility in our social contributions to society.

Based on the above principles, the ethical standards for our professional conducts and business practices are as follows;

1. Avoid behaviours or actions that may have an adverse effect or influence on management decision.
2. Avoid conflict of interest or reciprocal agreements, which may conflict with the lawful interests of employers.
3. Act with proprietary in all ways in the conduct of professional activities.
4. Protect the confidentiality and proprietary information of employers and business associates, and avoid the use of such information for personal benefit.
5. Practice continuing professional development to enhance skills and capabilities.
6. Exercise due diligence and reasonable care within the limits of authority to deliver values to applicants, candidates and certified persons.
7. Comply and abide by all applicable laws and regulation relating to professional conduct and work practices.
8. Embrace social responsibility and sustainability practices in the work environment.
9. Employees, applicant, candidate and certified person must act with integrity, competence, diligence, respect and in an ethical manner with the public, clients, prospective clients, employers, employees, colleagues in the investment profession, and other participants.
10. Employees, applicant, candidate and certified person must place the integrity of the investment profession and the interests of clients above their own personal interests.
11. Employees, applicant, candidate and certified person must use reasonable care and exercise independent professional judgment when conducting examination, evaluation and recommendation for certification and engaging in other professional activities.
12. Employees, applicant, candidate and certified person must practice and encourage others to practice in a professional and ethical manner that will reflect credit on themselves and the profession.
13. Employees, applicant, candidate and certified person must promote the integrity and viability of the certification of personnel for the ultimate benefit of society.
14. Employees, applicant, candidate and certified person must maintain and improve their professional competence and strive to maintain and improve the competence.

Signature

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Date

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