



The National Agricultural Development Company

# Social Responsibility Policy

GRC-SRP-018-2-P-1

August 2023

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## **1. Introduction**

### **1.1 Purpose of the Policy**

This policy aims to define the rules governing social responsibility of the Company and to develop programs that have a direct or indirect social impact on the Company's activity, to the extent that suits its capabilities and does not conflict with the interest of its shareholders, in accordance with the requirements of Companies Law, Company's Bylaws and the Corporate Governance Regulations issued by the Authority and other applicable laws and regulations.

### **1.2 Scope of Implementation**

This policy shall be complementary to, and therefore must be read and construed in conjunction with any applicable laws and regulations in the Kingdom of Saudi Arabia, the Company's Bylaw, internal policies. This policy shall apply to:

- a) All Company employees.
- b) All concerned departments in the Company that contribute to social investments, whether financially or in kind, with the available resources.

## **2. Roles & Responsibilities**

- 2.1 Corporate Communication Department shall be responsible for preparing, updating and following up on the implementation of this policy and developing its related procedures.
- 2.2 All relevant departments in the Company shall abide by this policy and its related procedures.

## **3. Policy Statement**

- 3.1 The Company's social goal is to contribute to the development of the community in which it operates, and to address some of its requirements through the practice of its various activities commensurate with its capabilities and without creating a conflict with the interest of its shareholders. The Company's social contributions are centered around several aspects, such as:
  - 3.1.1 Adhering to the regulations related to preserving the environment, avoiding sources of pollution and eliminating any source thereof resulting from manufacturing and other activities.
  - 3.1.2 Seeking to implement government directives in developing Saudi human resources and providing training opportunities for Saudi youth in the Company's projects, factories, and departments.
  - 3.1.3 Providing security and safety means for all its employees in various projects, factories, and facilities in accordance with applicable health, safety and security laws and regulations locally and globally.
  - 3.1.4 Maintaining the quality of its products and related services ensuring effective implementation of the quality policy and applicable local and international standards.

- 3.1.5 Making emergency medical services available in all company facilities for all employees and neighboring facilities, in case of emergency.
- 3.1.6 Providing financial or in-kind aids to charitable and social institutions and organizations in accordance with the official channels licensed by the regulatory authorities and within the scope of the Company and without harming the interests of shareholders.
- 3.2 The Corporate Communications Department shall have the roles responsibilities related to the social responsibility activities according to the following:
  - 3.2.1 Preparing and developing a social responsibility strategy and presenting it to the Board for approval.
  - 3.2.2 Implementing the Company's approved strategy for social responsibility programs, in coordination with the relevant departments.
  - 3.2.3 Designing, developing and implementing programs and take initiatives that highlight the Company's social role in community service, internally and externally.
  - 3.2.4 Highlighting company's social responsibility programs in all media and advertising channels in coordination with the concerned departments of the Company.
  - 3.2.5 Reviewing and approving the requests for social responsibility programs submitted by the concerned departments in the Company.
  - 3.2.6 Preparing quarterly reports of social responsibility activities carried out, approved and present it to the Board.
  - 3.2.7 Highlighting the Company's social role in the annual report and writing the social responsibility story that reflects the Company's role.
  - 3.2.8 Participating in official campaigns initiated by the Government for donation.
  - 3.2.9 Designing and implementing financial controls for Social Responsibility focusing on the following:
    - 3.2.9.1 Ensuring that the social responsibility funds are not spent on sponsorships, advertisements, and events.
    - 3.2.9.2 Ensuring that the disbursed amounts are in line with the social responsibility strategy approved by the Board.
    - 3.2.9.3 Ensuring that the approved social responsibility strategy is shared with all stakeholders.
    - 3.2.9.4 Emphasizing the achievement and development of social responsibility in the Kingdom to build a good reputation for the Company.
    - 3.2.9.5 The Board prior consent & approval shall be obtained if the costs exceed (5) Five Million Saudi Riyal.

### 3.3 Social Work Initiatives:

The Board shall develop the programs and define the necessary means to present the Company's initiatives in the field of social work, including:

- 3.3.1 Developing key performance indicators that link the Company's performance with its initiatives in social work, and benchmark with other companies of similar activity.



- 3.3.2 Disclosing the objectives of social responsibility adopted by the Company to its employees and educating them about it.
- 3.3.3 Disclosing the plans to achieve social responsibility in periodic reports related to the Company's activities.
- 3.3.4 Developing awareness programs for the community about the Company's social responsibility.
- 3.3.5 Participating in volunteer works of the Company's employees and their children in accordance with the volunteer work initiative in vision 2030.