

## **CODE OF CONDUCT**

The Code of Conduct defines the expected behaviors for all Board members, Senior Management and employees of Premier Financial Services (Pvt) Ltd and the First Equity Modaraba. The conduct of the business should be fairly, impartially, in an ethical and proper manner, in full compliance with all applicable laws and regulations and consistent follow.

The Modaraba's core values are merit, integrity, teamwork, safety, dedication and innovation. Integrity must be ensured with business relationships, including those with certificate holders, brokerage clients, musharakah parties, finance and facilities receivers, vendors, suppliers, other communities, stakeholders and among employees.

The highest standards of ethical in the conduct of business should be followed by the employees in the performance of their duties. Employees will not engage in any conduct or activity that may raise doubts to the honesty, impartiality and reputation of the organization or result in embarrassment to them and to the Modaraba.

Every director, senior management and other employee of the Modaraba shall ensure that:

- Asset of the Modaraba protected and to ensure that the Modaraba's assets and services are used solely for legitimate business purposes of the Modaraba.
- Shall not take advantage of the position for personal gain through the inappropriate use of Modaraba name or non-public information or abuse his position within and outside the Modaraba.
- The Modaraba must make and keep proper books and records that accurately and fairly reflect the Modaraba's transactions and the disposition of its assets.
- Will follow all restrictions on use and disclosure of information. This includes protecting Modaraba's information and ensuring that information is used and disclosed only as authorized by the Board or as otherwise permitted by law.

- The directors and employees shall not place themselves in a position where their loyalty to the Modaraba becomes divided for any reason including their direct or indirect financial interest
- The Modaraba respects the privacy of data relating to of all the stakeholders which it may hold or handle as part of its information processing activities or otherwise.
- Employees maintain confidentiality of the Modaraba and its customers' confidential information which is disclosed to them.
- All business dealings by the Modaraba with third parties shall be on an arm's length
- Not to engage in business activities, either directly or indirectly, with a customer, vendor, supplier or any other third party, which are inconsistent or contrary to the Modaraba policy.
- Shall not engage in any activity that might create a conflict between personal interest and the Modaraba's interest. Any situation that involves or may reasonably be expected to involve, a conflict of interest should be disclosed promptly in order to seek guidance from the Board.
- Will not use their respective position to force, coerce, harass, induce, intimidate or in any manner influence any person for personal gain.
- Should refrain from insider trading either with the information pertaining to the modaraba or of any other company.
- Comply with all applicable laws, rules, regulations, agreements, guidelines, standards and internal policies, including other requirements incidental thereto.