

July 22,2023

TAD-INDP



TADQEEQ LLC IMPARTIALITY/NON-DISCRIMINATORY POLICY

1.Introduction

TADQEEQ LLC impartiality policy (policy) is according to the fundamentals laid down in ISO/PAS 17001:2005, Requirements and principles of conformity assessment (impartiality): adherence to conflict-of-interest issues (identify, avoid, mitigate, and manage perceived and actual conflicts of interest), balance, detachment, disclosure, independence, neutrality, and objectivity.

2.PURPOSE

This policy aiming to identify the possible risks to TADQEEQ LLC impartiality (corelated to products evaluation and certification process) and elucidate the suitable methods followed to minimize and eliminate it.

General

Tadqeeq LLC shall proceeds all certificates applications taking in consideration the following: self-reliance, liberty from conflict of interests, freedom from prejudice, fairness, objectivity, neutrality, equity, righteousness, equivaless, evenness, freedom from collusion and complicity, freedom from fanaticism and favoritism, and Sapience. In addition, all certification body representative (personnel, institution, or influence) who may affect the certification process shall act impartially.

Obligation to impartiality. all certification personnel shall sign an impartiality declaration that include a dedication to evaluate product with impartiality.

Tadqeeq LLC Organization shall commit to maintain impartiality while evaluate or study the products. The certification personnel shall process any request with impartiality, extreme responsibility, and systematic way to fulfil its duties, following the standardized policies and procedures stipulated in this manual or its correlated appendix. Tadqeeq LLC as a certification service organization shall provide its service with impartiality .

factors affecting compromising impartiality, Tadqeeq LLC shall be fully responsible of its certification approach and shall not compromise its impartiality by any internal or external factors which may include the commercial influence, financial greed, or any other factors.

5.Organizational risk associated controls

The impartiality of Tadqeeq LLC accredited certification procedures and programs should be secured against any action or interaction (relationship) of the organization or personnel involved in providing the certification service which encompass members of committees engaged with certification process related activity.

Tadqeeq LLC and any party of the same legal entity and entities fallen under its organizational regulation shall not:



- a) be the designer, manufacturer, installer, distributor, or maintainer of the studied, evaluated and certified product.
 - b) be the designer, implementer, operator, or maintainer of the studied, evaluated and certified product.
 - c) be the designer, implementer, provider, or maintainer of the studied, evaluated and certified product.
 - d) Propound or deliver consultancy to its customers.
 - e) propound or deliver management system consultancy or internal auditing to its customers
- Where the certification strategy requires the evaluation of the customer management system.

The certification body's (personnel or organization) organizational control shall not restrain the following:

- a) information exchange (Discussing findings, explaining requirements and providing sample form) between the organization and its clients
- b) the use, installation and maintaining of evaluated and certified products which are essential for the operations of the certification process

5.1 Evaluation individuals offering Consultancy (4.2.10, 3.2) Internal or external personnel shall not be used to evaluate or make a certification decision for any Tadqeeq LLC certification activity for a product for which they have provided consultancy for less than one year period. Tadqeeq LLC shall retain annually update the Conflict-of-Interest Survey for all individuals engaged in certification process to recognize prospective risks to impartiality.

5.2 External employee Engaged in Certification procedures (4.2, 6.2.2.3, 6.1.3) Tadqeeq LLC shall have a legally binding agreement with any entity that offer the subcontracted service involved with the certification procedures. The contract shall include provisions requiring compliance with all confidentiality and conflict of interest policies of the certification body (personnel and organization). The contract shall oblige the contractor to reveal any situation known to them that may present them or Tadqeeq LLC with a conflict of interest

relationship with separate entities(contractors):

Tadqeeq LLC shall assure that procedures followed by any separate legal entity, which it or the legal entity of which it formed a part have relationships, is not compromising the impartiality of its certification programs. The Committee obliged to review the possible impact of separate entities regarding to risk assassinated with its impartiality and maintaining counter to risk to impartiality during the risk evaluation process regarding outsourced and subcontractors.

5.4 Activities of Separate Legal Entities (4.2.8)

The Impartiality Committee are obliged to review regularly Tadqeeq LLC activities as a certification organization and relationships to other legal entities.

a) When the separate legal entity proposes or produces a product certified under Tadqeeq LLC programs or proposals or provides consultancy, the certification body's management individuals and personnel in reviewing and the process of making the certification decision shall not be involved in the programs, action, and activity of the separate legal entity.

b) management of Tadqeeq LLC as a certification body shall not include any employees from the separate legal entity work frame, separate legal entity personnel shall not be involved in the review or the decision-making activities of certification programs.

5.5 Marketing and promotions Related to Certification Programs (4.2.9, 3.2)

Tadqeeq LLC shall not claim or indicate that certification process would be smoother, effortless, without complications, without obstacles, quicker, or cheaper if a specified consultancy organization were used (indirect marketing)

Impartiality management (4.2.2.1, 4.2.12 & 4.3)

Constant risk evaluation

Tadqeeq LLC shall identify risks to its impartiality on a constant basis. This shall contain those risks that emerge from its certification activities, from its relationships, or from the relationships of its employees. Tadqeeq LLC shall review relationships that may be grounded by contracts, finances, governance, management, marketing (including promotions & branding), ownership, individuals, joint resources, and payment of a sales commission or other incentive for the referral of new clients as part of constant risk assessment efforts. Tadqeeq LLC shall conduct evaluations of risks to impartiality in a constant manner by ways of the following:

- a) Risk analysis to impartiality form and its review (annually) on Management Reviews or organization meetings.
- b) supervisors or colleague reviews of certification processes
- c) Prior to or within close rang of expiration of subcontractor agreements (renewal evaluation)
- d) Prior to agreements renewal (annually) with approved testing laboratories or any separate legal entity
- e) Internal and external assessments.

Tadqeeq LLC shall express the result of those test directly and clearly to the Commission

7. MECHANISMS TO SAFEGUARD IMPARTIALITY

Impartiality risk investigation shall be performed annually and documented by Tadqeeq LLC impartiality commission. The commission shall follow several methods of assessment to safeguard



Organization impartiality. Investigation methods may be as followed: FMEA (failure modes and effects analysis), FMEA (Failure Mode Event Analysis), FTA (Fault Tree Analysis). All risks by virtue of Tadqeeq LLC policies, procedure, programs, actions, relationship with other parties of any separate legal entity or any representative individuals shall be assessing. Furthermore, the assessment shall include risks derived from business decisions and approach, marketing strategies, financial deliberation.

All objections correlated to impartiality or conflict of interest for Tadqeeq LLC certification programs shall be presented to Tadqeeq LLC Impartiality Committee for review and resolve accordingly with the Complaint Policy.

7.1 Risk assessment

Risk evaluations shall be performed frequently by Tadqeeq LLC Impartiality Committee (management team) as restricted by Tadqeeq LLC Impartiality work manual.

7.1.1 Detection and limitation of impartiality risks (4.2.4)

Any risk to impartiality identified by the Tadqeeq LLC Impartiality Committee(management) shall be recorded. The management shall set up a plan for risk elimination or limitation that shall be implement according to the recommended schedule and procedures. The outcomes of risk assessment shall be provided to Tadqeeq LLC administration team which shall be used as database for Management Review process.

7.1.2 Reporting Assessments and procedures of the Committee shall be recorded as required in the Tadqeeq LLC Impartiality work manual

8. RESPONSE and solutions to RISKS TO IMPARTIALITY (4.2.11).

Whenever a risk to impartiality is detected regardless its source (Tadqeeq LLC personnel, program, action, procedures representative, actions, separate legal entities). Tadqeeq LLC impartiality team (management) shall act to eliminate or minimize the risk. The detected risk and followed actions must be documented and the information must be shared with Tadqeeq LLC Impartiality Committee (management team).

On behalf [Tadqeeq L.L.C](#):

Bader Al.Shamakhi

CEO

