



MULTAN ELECTRIC POWER COMPANY (MEPCO)

MEPCO CODE OF CONDUCT

Short Title and Commencement:

1. This shall be called the MEPCO Code of Conduct.
2. It shall come into force at once.

Scope:

This policy shall be applicable to all directly recruited MEPCO employees, including those engaged on contract / re-employed.

Purpose:

This conduct policy is intended to be a central guide and reference for users in support of day-to-day decision making. It is meant to clarify an organization's mission, values and principles, linking them with standards of professional conduct. As a reference, it can be used to locate relevant documents, services and other resources related to ethics within the organization. It will ensure that professional standards and corporate values are placed that promotes integrity for the Board, Senior Management and other employees in the form of a code of conduct. This code of conduct shall articulate acceptable and un-acceptable behaviour. This code will be an open disclosure of the way an organization operates. It shall provide visible guidelines for behaviors. It shall serve as an important communication vehicle that will "reflect the covenant that an

organization has made to uphold its most important values, dealing with such matters as its commitment to employees, its standards for doing business and its relationship with the community". This code shall be a tool to encourage discussions of ethics and to improve how employees/members deal with the ethical dilemmas, prejudices and gray areas that are encountered in everyday work. It is meant to complement relevant standards, policies and rules, not to substitute for them.

Code of Conduct:

1. The Board adopts the "Pakistan WAPDA Employees (Conduct) Rules-1978 issued by Pakistan Water & Power Development Authority vide its No. SO (R&CM)-35 (WECR)/489-1049 dated 10.05.1978 alongwith all amendments made from time to time.
2. This policy / code of conduct shall be widely communicated to all the employees at lower level of the formation as well as be placed on the Company's website for common understanding of the standards.
3. All the MEPCO Employees shall be bound to establish a common understanding of the standards of behaviour mentioned in the said code of conduct. This policy provides a detailed and exhaustive list of what to do in every aspect of work and all the MEPCO employees shall be bound to follow this common and brought frame work of professional ethic.
4. The code places an obligation on all the employees to take responsibility for their own conduct and work with colleagues cooperatively to establish consultative and collaborative workplaces where people are happy and proud to work.

Procedure for redressal of grievances arising from un-ethical practices:

1. The Board adopts the Pakistan WAPDA Employees (Efficiency and Discipline) Rules, 1978 issued by Pakistan Water & Power Development Authority vide its No. SO (R&CM)-24 (E&D)/22731-23331 dated 11.02.1978 and Pakistan Industrial & Commercial Employment (Standing Orders) Ordinance-1968 along with all amendments made from time to time.
2. In case of any deviation of behavior from the standards, the delinquents will be dealt by their respective competent authorities (specified) under Pakistan WAPDA Employees (Efficiency and Discipline) Rules, 1978 and Pakistan Industrial & Commercial Employment (Standing Orders) Ordinance-1968 after fulfilling all the codal formalities under the law.