

Burgan Bank

# Human Rights Policy



# Introduction

This booklet has been developed by and is the exclusive property of Burgan Bank. Any attempt to copy, duplicate or modify this booklet may be considered an act of forgery and may be the subject of criminal proceedings. This booklet is given to every director, executive and employee of Burgan Bank, and the guidelines mentioned herein are considered by Burgan Bank as a necessary code of ethical behavior and good conduct to be strictly adhered to and followed by all such directors, executives, and employees of Burgan Bank; each of whom has a duty to conduct him/herself based on the principles of good faith and integrity.

# Policy Statement

Burgan Bank (“the Bank”), as a leading financial institution in Kuwait, recognizes the important role financial institutions play in enhancing Societal well-being and Ethical responsibility.

The Bank’s commitment to Human Rights is an integral pillar of the institution’s long-term strategy.

The Bank continually strives to elevate its standards, aiming to not just comply with industry benchmarks but to set them. Through the Bank’s comprehensive Policies, Strategic actions, and dedication, the Bank endeavors to drive a culture of respect, integrity, and excellence in the Financial sector and beyond.

This procedure shall be applicable for all of the Bank’s, employees, vendors, consultants and advisors, in addition to other related parties, and encompasses all stakeholders, both minority and majority.

## Procedure

The Bank believes that financial institutions can and should be a force for positive change within their communities. and Its commitment to human rights is a core pillar of its institutional identity.

The Bank’s rigorous adherence to Human Rights Standards is not just a regulatory requirement but a strategic cornerstone that informs every decision.

# APPLICATION

## 1. GUIDELINES

The Bank's human rights statement is guided by the following international and regional frameworks as well as pertinent Kuwaiti legislation, regulations, and cultural norms:

- United Nations ("UN") Guiding Principles on Business and Human Rights.
- Universal Declaration of Human Rights.
- International Labor Organization's Core Conventions.
- International Bill of Human Rights.
- International Covenant on Civil and Political Rights.

## 2. COMMITMENTS

The Bank's internal Policies have been carefully developed to address specific areas of concern, ensuring that every aspect of its operations aligns with the Bank's dedication to human rights. This section highlights the Bank's proactive approach to integrating human rights considerations in its daily operations.

### 2.1. EQUAL OPPORTUNITIES AND NON-DISCRIMINATION

The Bank ensures that its services, products, and employment opportunities are available to all segments of society, regardless of race, gender, religion, disability, or any other distinguishing characteristics, thereby promoting broader economic empowerment.

### 2.2. PRIVACY AND DATA PROTECTION

The Bank adheres to stringent data protection standards and ensures that personal data is used responsibly and ethically. Protecting the personal and financial information of the Bank's customers and employees is a principal target.

### 2.3. HEALTH AND SAFETY

A commitment to safeguarding the Bank's workforce by maintaining a hazard-free environment, and providing and ensuring a safe and healthy work environment to all employees, outsourced staff, contractors, customers and visitors on its premises.

### 2.4. FAIR WORKING CONDITIONS AND INCLUSIVITY

The Bank promotes a safe and inclusive environment with a zero-tolerance approach to any form of discrimination, highlighted in the in the Application Section Anti-Discrimination and Harassment of the Bank's [Employee Code of Conduct policy](#) and a clearly defined employee Benefits policy and Remunerations policy.

## 2.5. FREEDOM OF ASSOCIATION

The Bank ensures to comply with all applicable laws regarding freedom of association and collective bargaining.

## 2.6. CHILD AND FORCED LABOR

The Bank is committed categorically to prohibiting any form of exploitation within our operations and value chain.

## 2.7. ANTI-SLAVERY

All forms of modern Slavery, Human Trafficking, Child Labor, and Forced labor as well as all types of Exploitation, are prohibited.

## 2.8. REMEDIATION

The Bank is committed to addressing red flags related to any malpractices, and improve the overall integrity and performance of the organization through transparent and effective procedures in addition to highlighting the proper channels of reporting any detected malpractices through our [\*Whistleblowing Policy and Procedure\*](#).

# ABBREVIATIONS

Abbreviation	Description
UN	United Nations
HR	Human Rights
Term	Description
“the Bank”	Burgan Bank