



ALL NATION SECURITY & INVESTIGATION SERVICES INC.

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POLICY ON CONFLICT OF INTEREST

I. PURPOSE

The purpose of this policy is to protect the interests of All Nation Security and Investigation Services Inc. On the regular course of business, office staff and security personnel of All Nation Security and Investigation Services Inc. may have the opportunity to advance their own personal interests with or against the interests of the company. Acting in such a manner is unacceptable and any party who acts outside of the company's best interest may be subject to disciplinary action.

II. DEFINITIONS

- a. Office Staff - any person who is employed by All Nation Security and Investigation Services Inc. and assigned in the main office and branches of the company in a part time or full-time capacity and in accordance with the labor laws of Philippines.
- b. Security Personnel – a duly licensed personnel as provided in R.A. 5487 who is employed by All Nation Security and Investigation Services Inc. and deployed in the client facility to provide protective security services in accordance to the standards set by the client.
- c. Financial Interest – The interest that any individual may have in the monetary transactions of All Nation Security and Investigation Services Inc. In particular, any interest that could have a direct bearing on the financial gain/loss of said individual.

III. PROCEDURE

a. Duty to disclose

Every employee of All Nation Security and Investigation Services, Inc. is obligated to disclose any known or potential conflicts of interest as soon as they arise. Failure to do so could result in termination of employment.

b. Investigating potential conflicts

When a possible conflict of interest arises, the management will collect the pertinent information and may question any concerned parties. If the management determines that a conflict exists, steps will be undertaken to address the conflict. If no conflict exists, the inquiry may be documented but no further action will be taken.

c. Addressing conflicts of interest

When an actual conflict of interest is found, any transactions that may have been affected will be reviewed retroactively. Affected parties both within and outside of the business including employees, and contractors will be notified. An investigation will also be conducted by the management to determine the extent of the conflict and the intentions of the parties involved. If the conflict in question involves a member of the management, such a member will be excused from deliberations.

d. Disciplinary action

As all conflicts of interest will be reviewed on a case-by-case basis, a review may result in disciplinary action. The management has full discretion to deem what disciplinary action is both fitting and necessary, including suspension and/or termination of employment.

IV. ACKNOWLEDGMENT

Every employee of All Nation Security and Investigation Services Inc. regardless of their position shall sign a statement which affirms that they:

- a. Have received a copy of the conflicts of interest policy,
- b. Have read and understands the policy, and
- c. Have agreed to comply with the policy.