



Help Line Instructions

Dear Sir/Maddam;

This document provides you guidance to raise any concern or question you may face in the Compliance Program implementation or interpretation.

1. Concern or question you raised by you shall be kept confidential.
2. If access to the company Website is available then,

Option "A"

- Access the company website www.alrookal.org
- Click the "contact" and write your concern or question as a message and click send to have the answer.
- Do not forget to confirm confidentiality of your message.

Option "B"

- Access the company website www.alrookal.org
- Click the "Helpline" and call the cellphone no. 00964 7710514352, he/she will guide you to talk to the person in charge.
- Do not forget to confirm confidentiality of your message.

Option "C"

In case that the website is inaccessible then, call the Compliance Officer on the cellphone no. 00964 7901873020.