



Sustainability Policy

(Corporate Social Responsibility)

Introduction and Objective

Our Corporate Social Responsibility (CSR) policy outlines our obligations to society, the industry, and the environment. Our organization operates within a broader ecosystem that includes individuals, values, other entities, and the natural world. It is the duty of a business to contribute positively to the world, reflecting the benefits it receives in return.

What does corporate social responsibility mean?

Our Corporate Social Responsibility (CSR) policy describes our commitment to contributing positively to society in return for the benefits we receive.

Scope

This policy applies to all aspects of the organization's operations, including:

- **Employees:** All full-time, part-time, and contract staff are expected to support the principles of sustainability and CSR in their roles.
- **Departments & Units:** Every functional area administration, training and academic services must integrate sustainability and CSR considerations into planning and decision-making.
- **Vendors & Partners:** contractors, and service providers are encouraged to align with the organization's sustainability and CSR standards.

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- **Students & Trainees:** Where applicable, learners are engaged in sustainability awareness and community responsibility initiatives.
- **Community Engagement:** The policy extends to outreach programs, partnerships, and initiatives that promote environmental stewardship, ethical practices, and social impact.

Policy components

TQTI is dedicated to operating as a responsible business that adheres to the highest ethical and professional standards.

TQTI's social responsibility is divided into two main categories:

(compliance and proactiveness).

- Compliance signifies our company's dedication to adhering to legal standards and respecting community values.
- Proactiveness encompasses all initiatives aimed at raising awareness, providing education, promotion integrity, supporting communities, and safeguarding our environment.

1- Compliance

Legality

TQTI is committed to:

- Following legal regulations.
- Upholding its internal policies.
- Confirm the authority of all business operations.
- Maintaining transparency in all partnerships and collaborations.

Business Ethics

TQTI is committed to conducting its operations with integrity while honoring community values. We will advocate for:

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- Safety and equitable practices
- Respect, honesty, and integrity
- Measures against bribery and corruption

Initiatives of Corporate Social Responsibility:

- Our organization acknowledges the importance of **safeguarding the natural environment**. Maintaining a clean and unpolluted ecosystem is advantageous for everyone. We are committed to adhering to best practices in Paper recycle by collaborating with specialized companies to control. Additionally, responsible stewardship will be a key focus in our efforts.

- Ensuring the safety of individuals

We are committed to:

- Safeguarding the health and safety of our employees, students, and the community.
- Preventing any harm to the lives of local and indigenous populations.
- Promoting diversity and inclusion.
- Our organization is devoted to **safeguarding societal values**. We are committed to playing a role in reducing poverty and unemployment.



2- Proactiveness

- Assistance

Our organization may allocate a budget for financial contributions.

The purpose of this assistance will be to:

1. Promote the arts, education, and community initiatives.
2. Support individuals in need.

- Volunteering

Our organization will promote volunteerism among its employees.

They will have the opportunity to participate in volunteer activities through both internal and external programs. Additionally, our company may support volunteer events organized by other entities.

- Environmental Conservation

In addition to fulfilling legal requirements, our company is committed to actively safeguarding the environment. Some of the initiatives we may undertake include:

- Recycling
- Energy conservation
- Adoption of eco-friendly technologies
- Responsible waste disposal.

- Development Community Engagement

Our organization is committed to initiating and backing community investment and educational initiatives. This includes offering assistance to nonprofit entities or movements aimed at enhancing the cultural and economic growth of both global and local communities.



- Commitment to Learning

We will prioritize investment in research and development. We are receptive to feedback and will consider new ideas. Our company is dedicated to the ongoing enhancement of its operational practices.

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Manager of Institute

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