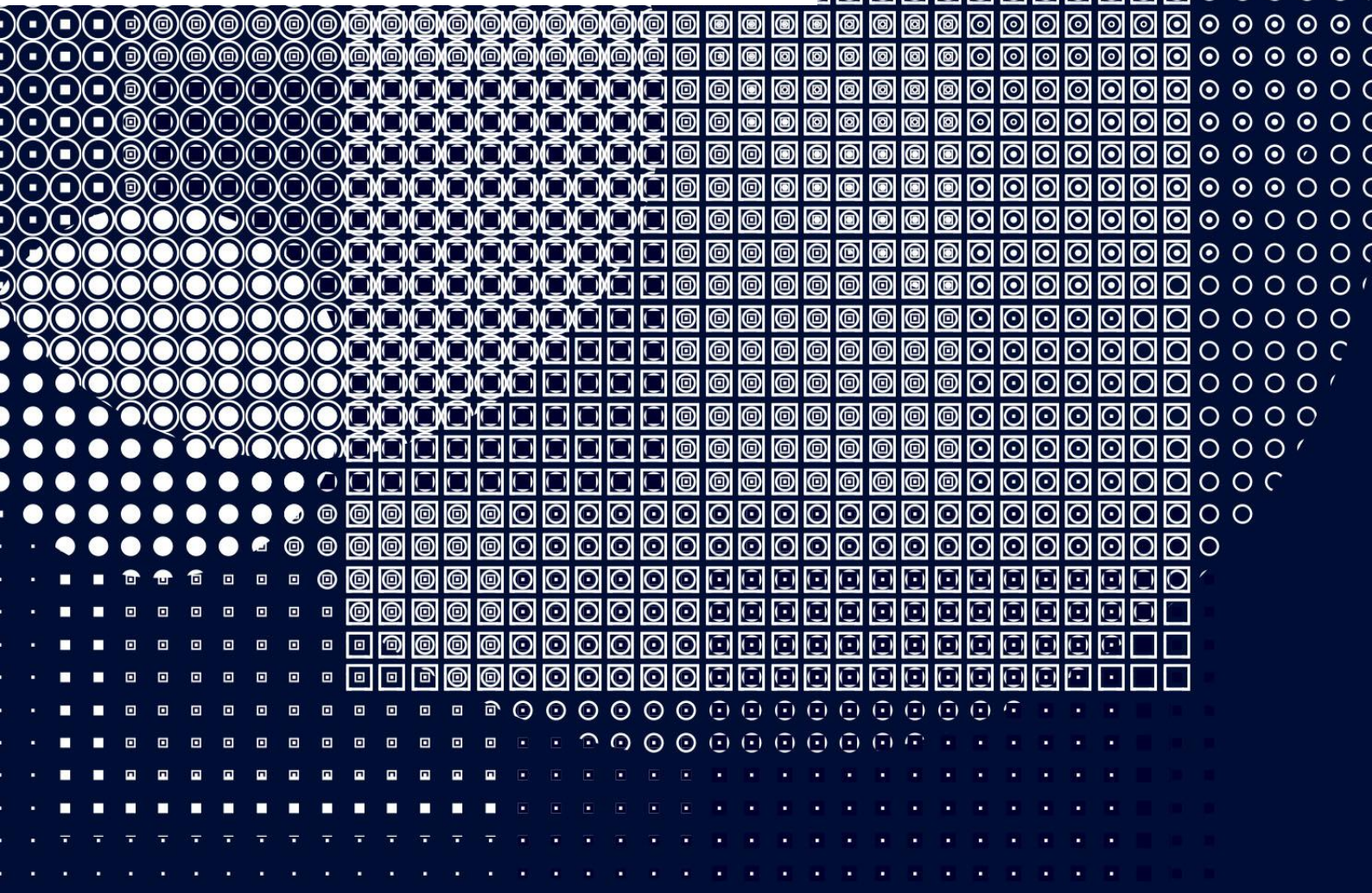


**Social Media,
Public
Speaking, and
Political
Activity Policy**



Approved

	Name / Position	Signed	Date
Document Prepared	Ehab Shalaby – Global Technical & OPS Support Director		2024
Document Reviewed	Andre Sayeh – CFO and Legal Lina Qusouse – Talent & Culture Director		2024
Document Approved	Saad Bargach – Chairman & CEO		2024

Social Media, Public Speaking, and Political Activity Policy

Scope

- This Policy applies to all individuals worldwide working on all levels and grades of TGT including directors, senior managers, officers, employees (whether permanent, fixed term or temporary), consultants, trainees, seconded staff, home workers and interns wherever located.
- In this Policy what applies to employees also applies to business partners, contractors, subcontractors and any other party who has a business relationship with the Company and has signed off this Policy.
- In this policy any reference to intellectual property includes, but not limited to, TGT's logos brands, intellectual property, and trademarks. This also applies to all subsidiaries and affiliates of TGT.

Policy Statement

- At TGT, we understand that social media is a tool to share your life and opinions with family, friends and co-workers around the world. However, use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, we have established these guidelines for appropriate use of social media.
- TGT supports the appropriate use of social media both personally and, if authorized, on behalf of the Company. If you engage in social media, you are expected to protect TGT's name and reputation. Remember that you are responsible for what you say or post online.
- This policy also sets the guidelines for political involvement of individuals and the situations where conflict of interest may arise.
- In so far as this Policy imposes any obligations on the Company, those obligations are not contractual and do not give rise to any contractual rights. To the extent that this Policy describes benefits and entitlements for employees, they are discretionary in nature and are also not intended to be contractual. The Company may unilaterally introduce, vary, remove or replace this Policy at any time.

General guidelines for using social media

We advise you to:

- Ensure that others know that your personal account or statements don't represent our Company. You shouldn't state or imply that your personal opinions and content are authorized or endorsed by our Company. We advise using a disclaimer such as "opinions are my own" to avoid misunderstandings.
- Avoid sharing intellectual property like trademarks and logos on a personal account without approval. Confidentiality policies and laws always apply.
- Avoid any defamatory, offensive or derogatory content. It may be considered as a violation of our policies and our code of conduct.
- Follow our confidentiality policy and observe laws on copyright, trademarks, plagiarism and fair use.
- To be careful of the details, text, photos and videos posted to profiles on Twitter, Facebook, LinkedIn and other social networks. These sites can be searched by others, and there are media reports of people losing a job due to photos or comments they posted on a social

media site. It is recommended that you craft everything you post with the assumption it can be read by anyone, including your colleagues and managers.

- These guidelines won't cover every situation. You will always need to use your best judgment in applying our Code of Conduct and other policies to the ways you use social media.

Social Media and Public Speaking

- You must always speak respectfully about TGT, its leadership, its employees, and its members, and you should not reveal information that may be considered confidential or proprietary or would otherwise compromise TGT's reputation. If you are writing about or displaying internal happenings that might be considered to be a breach of Company' or employees' privacy and confidentiality, seek permission before posting.
- Any logos and trademarks that are the proprietorship of TGT and any of its subsidiaries can only be used on official TGT accounts, in keeping with our brand identity manual and other relevant policies.
- Under no circumstances should the TGT logos and trademarks be used on any personal account. TGT does recognize that when individuals "re-tweet" or "like" postings on the official TGT accounts, the TGT's website, or an official TGT LinkedIn account, the TGT logo may at that point appear on the individual's posting. This is an acceptable use of the TGT logo.
- You must not represent or imply that your personal political views are those of TGT.
- Do not use a work email address to register personal social media accounts.
- Do not make comments that are unlawful, obscene, defamatory, threatening, harassing, discriminatory or hateful to, or about work, colleagues, peers or the TGT.
- All social media and social networking accounts created by TGT employees that leverage TGT's brands or trademarks, or that are created using an TGT business email address, are considered the property of TGT. Whether through social media or other forms of public speaking, you may not represent that you are speaking on behalf of TGT unless you are authorized to do so. At all times, you must protect against any unauthorized disclosure of confidential information belonging to TGT, our customers, or any third parties with whom we do business.

Disciplinary Consequences

- TGT will not tolerate any of the following activity on social media if it can be connected to you as an employee, consultant, or representative of TGT:
 - (a) abusive or threatening behaviour
 - (b) inappropriate comments or material that may be regarded as discriminatory
 - (c) false or misleading statements that could have a negative effect on TGT's reputation
 - (d) inciting or supporting somebody to commit a crime or other unlawful acts, this could include content you share or like as this could suggest you approve that content
- We may have to take disciplinary action leading up to and including termination if you do not follow this policy's guidelines. Examples of non-conformity include but are not limited to:
 - (a) Disregarding job responsibilities and deadlines to use social media at work.
 - (b) Disclosing confidential information through personal or corporate accounts.
 - (c) Directing offensive comments towards other members of the online community.

Political Activities

- The Company honors and respects all who choose to work for it. The Company respects the freedom of individual employees to participate in lawful political activities.
- Employees are prohibited from discussing sensitive political positions, engaging in political debates, or taking a public stance on any political issue, including those related to the conflict or crisis in any area.
- You are free to engage in lawful types of political activities on a personal basis provided the activities do not conflict with your ability to carry out your responsibilities or create confusion between positions or actions that are taken by you personally versus as a Company representative.
- Before you become actively involved in a political activity, you should discuss with the Compliance or Legal Team appropriate actions to avoid or minimize the risk of your personal actions being attributed to TGT and also review any other unintended potential impacts such activity could have on TGT.
- Participating in political activities must be conducted on the employee's own time and should in no way suggest TGT's support. Vacation leave may be requested to conduct such activities in line with vacation rules of the Company.
- You may not use TGT's equipment or resources for making, copying, or distributing political materials or messages.
- Political messages that are inappropriate or offensive to co-workers are prohibited. Harassment of co-workers, customers or vendors regarding political preferences will not be tolerated.

Monitoring and Enforcement

- TGT reserves the right to monitor public social media activity to ensure compliance with this policy.
- Violations of this policy may result in disciplinary action, up to and including termination of employment.

Reporting Violations

- Employees who become aware of violations of this policy should report them to their supervisor or the Talent & Culture department.

All of TGT's other policies that might apply to use of social media remain in full force and effect. Employees should always adhere to them when using social media.

This policy will be periodically reviewed and may be amended as needed to reflect changes in the operational environment or regulations.



Saad Bargach

Chairman & CEO

I, the undersigned, have read and understand the social media, Public Speaking and Political Activity Policy and undertake to fully comply with it.

Name:

Date

Signature
