



**Government of Pakistan  
Ministry of Science & Technology  
PAKISTAN HALAL AUTHORITY**

Plot 25, Street 6, Sector H-9/1 Islamabad, Pakistan  
Website: [www.pakistanhalalauthority.gov.pk](http://www.pakistanhalalauthority.gov.pk)



## **PAKISTAN HALAL AUTHORITY CODE OF CONDUCT**

### **Introduction:**

The code of Conduct (CoC) defines the behavioral guidelines for employees of Pakistan Halal Authority (PHA) explain the expectations of authority towards their employees. This document represents PHA's strong determination to uphold the related applicable laws regarding conduct of Federal employees along with standards of ethics, integrity and professionalism.

### **Application and Compliance:**

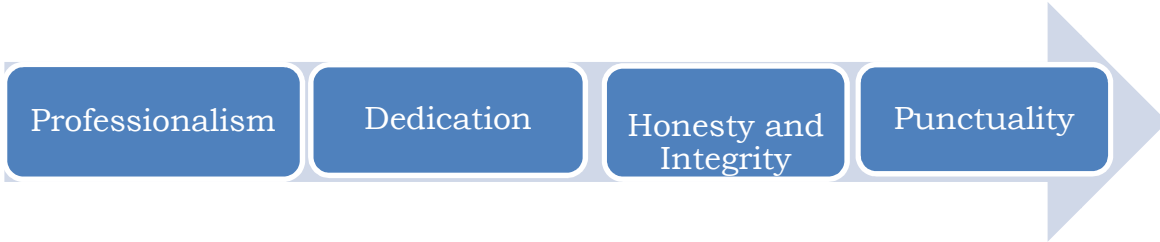
This Code of Conduct applies to all individuals associated with PHA, including employees and other external service providers. Compliance to this Code is mandatory, and failure to adhere to its principles may result in disciplinary actions as per applicable laws.

### **Importance of Code of Conduct:**

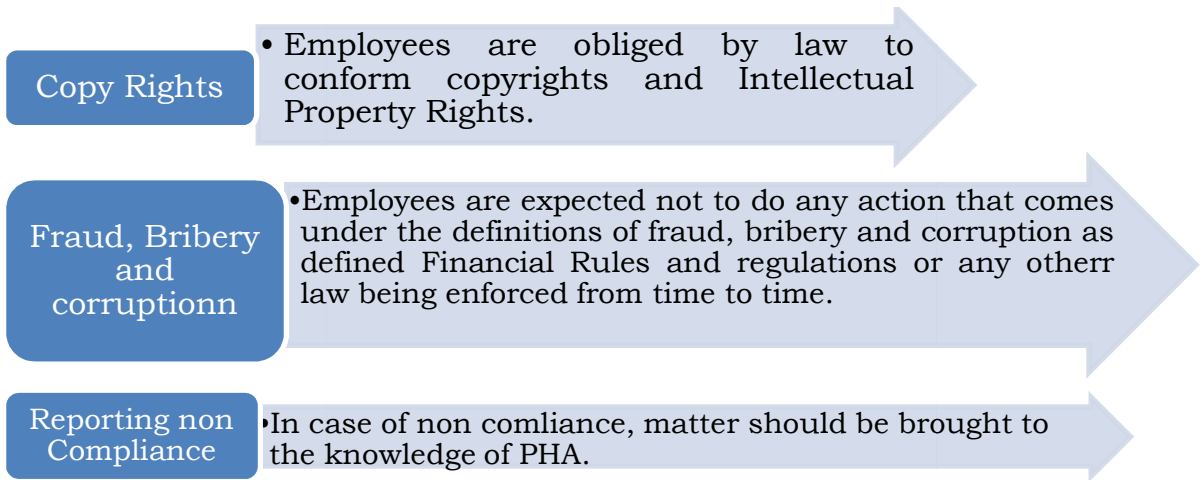
- i. Clearly appropriate behaviors to build positive relationship with colleagues and other employees to avoid any conflict of Interest;
- ii. Defines the best practices like equality, respect, professionalism and honesty;
- iii. Allows the Authority to create problem solving work environment to increase the morale of the employees and their productivity during working hours;
- iv. Ensures compliance with the legal system and addresses work place issues like harassment and discrimination etc.

**Principles:**

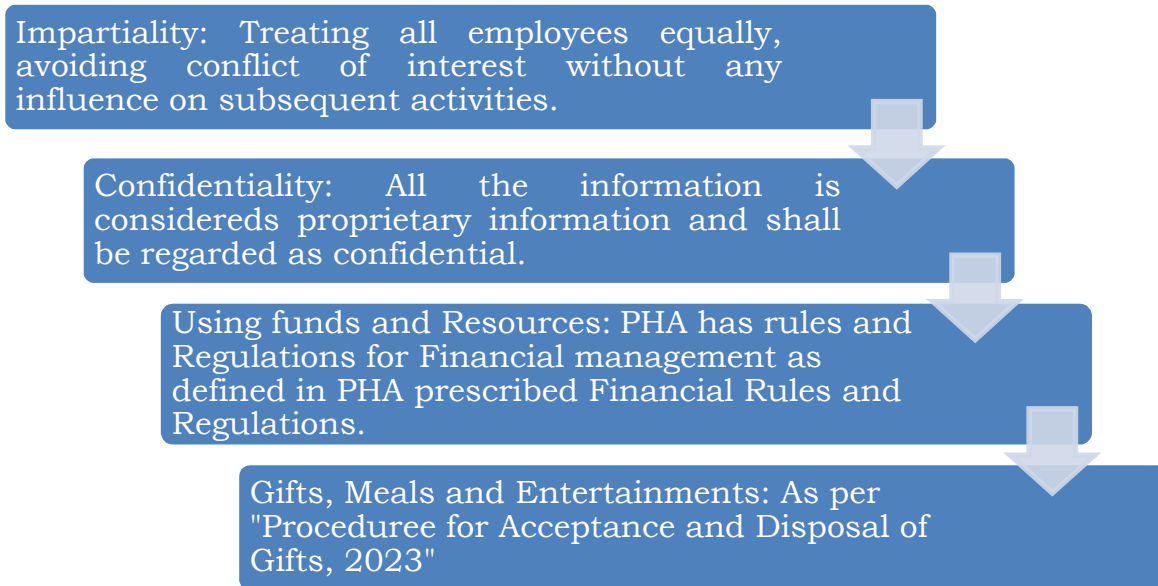
**A. Ethical Practices:**



**B. Legal Compliance:**



**C. Managing Business Relationship:**



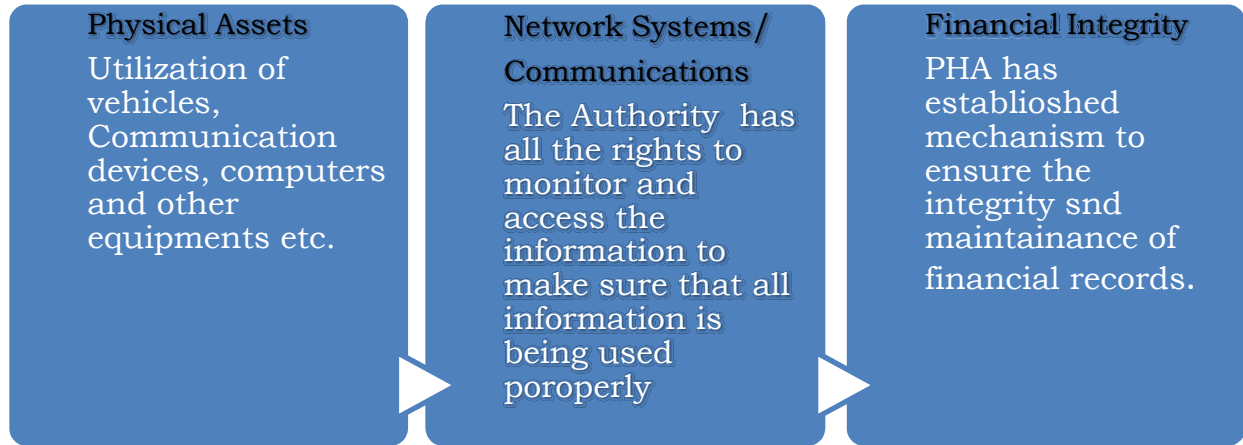
**D. HR Management:**

- Equal Opportunity: PHA is committed to provide equal opportunities to all employees.
- Training and Development: Continuous learning and development opportunities for all employees to contribute to their professional growth.
- Performance Management/Evaluation: Transparent performance evaluation through ACR, Service Books, PER's and Personal File of the officers/officials.
- Compensation and Benefits: Recognition Awards, technical Allowance, letter of application, cash awards, honorarium and attendance awards.
- Diversity and Non Discrimination: No discrimination based on race, religion, gender, age, disability, or any other characteristic.
- Communication: PHA officers/officials should not speak directly or indirectly to journalists and the wider media without permission from the Director General PHA

**E. Health and Safety Environmental Standards:**

- Promoting a positive work Environment as per ISO 45000:2018 (safe, respectful and encouraging work conditions).
- Harrassment Free Work Place as per Protection against Harrassment at the Workplace Act, 2010.
- Health, Safety and Environment as per Occupational Safety and Health Act of 1970.

**F. Assets:**



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