

Our commitment to upholding the highest standards of ethical and professional behavior is a top priority, and we believe that investing in our employees through training is crucial in achieving this goal. To ensure that our employees understand and adhere to our policies, we created a google form link and forwarded it to our HR department.

We are happy to report that we have received responses and sign off from 1312 employees who attended the Code of Conduct training. We believe that this is a significant achievement and a testament to the dedication of our employees to their roles and our shared values. We look forward to continuing to provide our employees with the necessary training and resources to ensure their success and the success of our company.



## FIVE Policies - Acknowledgement Form

Dear All,

We hope this message finds you well. As you are aware, our organization has certain policies and procedures in place to ensure a safe and productive work environment for all. In order to ensure all colleagues are aware of these policies for their benefit and that of the company and to facilitate compliance:

We kindly request that you

1) Review and Read the policies available on our Intranet Portal:

[Intranet - FIVE Global Holdings - All Policies](#)

2) Confirm your understanding of FIVE's policies by completing and signing this acknowledgement form.

If you have any questions or concerns about the policies or the form, please do not hesitate to reach out to our HR representatives or Risk and Compliance Team.

Thank you for your attention to this matter, and for your continued commitment to our organization.

Employee Number (Emp. ID)

Short answer text

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Employee Name \*

Short answer text

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Employee Email (Office Email Preferred) \*

Short answer text

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Work Location \*

- FIVE Palm
- FIVE JVC
- FIVE Zurich
- Head Office

Department \*

1. Admin and General
2. Spa
3. Main Kitchen
4. Food & Beverage
5. Rooms & Reservation
6. Engineering
7. Laundry
8. In Room Dining
9. Sales & Marketing
10. Residence
11. PRAIA and BLING
12. Housekeeping
13. Finance
14. Security

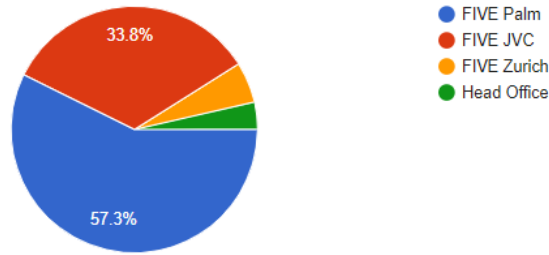
By selecting below option, I confirm that I have read and understood all of the policies and procedures of the organization, which have been made available to me. I also confirm that I accept all the terms and conditions outlined within these policies, and agree to abide by them to the best of my ability. I further acknowledge that the policies and procedures of the organization may be updated or revised from time to time, and that it is my responsibility to keep myself informed of any changes or updates that may affect my employment. I demonstrate my commitment to following the rules and guidelines set forth by the organization, and I understand that this commitment is essential to maintaining a safe and productive work environment for myself and my colleagues. \*

I Accept

### Work Location

1,312 responses

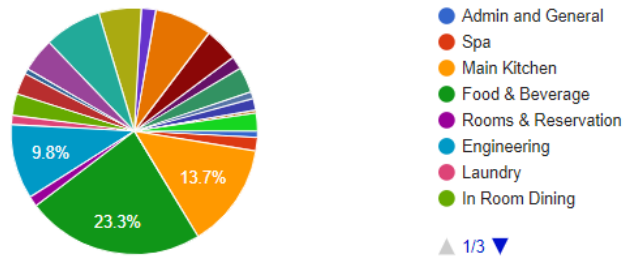
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### Department

1,312 responses

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By selecting below option, I confirm that I have read and understood all of the policies and procedures of the organization, which have been made available to me. I also confirm that I accept all the terms and conditions outlined within these policies, and agree to abide by them to the best of my ability. I further acknowledge that the policies and procedures of the organization may be updated or revised from time to time, and that it is my responsibility to keep myself informed of any changes or updates that may affect my employment. I demonstrate my commitment to following the rules and guidelines set forth by the organization, and I understand that this commitment is essential to maintaining a safe and productive work environment for myself and my colleagues.

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1,312 responses

