



Service contractor background investigation guidelines

Contractors guide

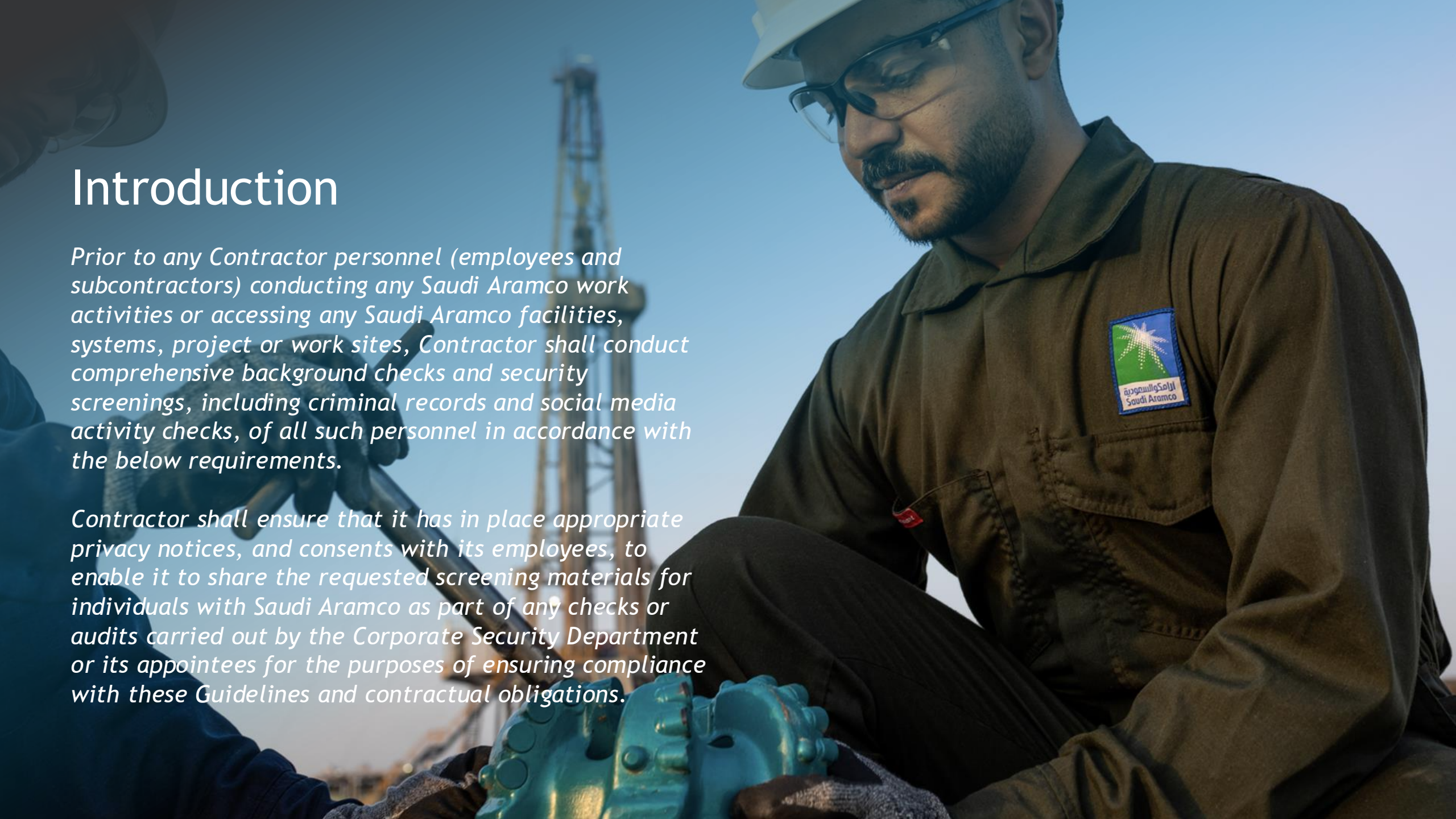
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Introduction

Prior to any Contractor personnel (employees and subcontractors) conducting any Saudi Aramco work activities or accessing any Saudi Aramco facilities, systems, project or work sites, Contractor shall conduct comprehensive background checks and security screenings, including criminal records and social media activity checks, of all such personnel in accordance with the below requirements.

Contractor shall ensure that it has in place appropriate privacy notices, and consents with its employees, to enable it to share the requested screening materials for individuals with Saudi Aramco as part of any checks or audits carried out by the Corporate Security Department or its appointees for the purposes of ensuring compliance with these Guidelines and contractual obligations.



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Category 1: Contractors requiring Saudi Aramco ID

- Saudi personnel - Contractor shall obtain a valid Criminal Record Clearance via the Absher platform.
- Expatriate personnel - Contractor shall obtain a valid Criminal Record Clearance via the Absher platform and security clearance from the expatriate personnel's last country of residence.
- Both Saudi and expatriate personnel must undergo social media screening to identify any online behavior or affiliations that contravene Saudi Aramco's corporate values, pose national security risks, support extremism, spread misinformation, incite violence or impinge on public order, religious values, public morals, and/or privacy.



Service contractor background investigation guidelines continued

Category 2: Contractors not requiring Saudi Aramco ID

- Saudi and expatriate personnel - Contractor shall obtain a valid Criminal Record Clearance via the Absher platform.

Corporate security audit rights:

- Contractor shall retain all screening records, certificates, and proof of compliance for a minimum of seven (7) years from the date of completion of each background check and security screening and shall submit them to Saudi Aramco when requested for audits or quality reviews.



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