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Date: 25<sup>th</sup> July 2022

To: All Staff

From: Managing Director/Chief Executive Officer

Subject: **Policy on the Prohibition of casual workers in BEDC Network**

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It has come to Management's attention that field officers continue to use casual workers to perform official and non-official tasks.

You are hereby notified that engaging unauthorized individuals to operate in BEDC's network is prohibited, and any staff member found guilty of facilitating, abetting, or directly participating in this prohibited act will be sanctioned decisively in accordance with the approved sanction grid. Management may also take legal action against such violators.

This measure reaffirms the company's commitment to protecting the integrity of BEDC's network while also mitigating reputational, legal, and regulatory risks associated with illegal activities. Other risks addressed by this measure include:

1. Vandalism and/or theft of Company assets
2. Operational inefficiencies, downtimes and attendant loss of revenue
3. Unauthorized access to sensitive organizational information

In view of this, the following directives must be strictly adhered to by staff going forward;

1. While carrying out assignments, no BEDC staff is expected to hire or engage casual workers. To this end, any staff who engages in illegal activities in the name of BEDC shall be personally liable and will be dealt with internally, and through the instrumentality of the law.
2. Any staff (including HODs and Regional Heads) who conceals the identity of violators will be considered an accomplice and will face disciplinary action.
3. Where there is a compelling reason to engage the services of casual staff, only the MD/CEO's approval is required.
4. Any deviations from this directive should be reported immediately to the Executive Management or by sending an email to [riskmanagementcontrol@bedcpower.com](mailto:riskmanagementcontrol@bedcpower.com)

**Internal Control/Audit Officers, Network Managers, Head, Network Management, Lines Men (HT and LT) Regional Commercial Heads, DSSOs and all staff** are to ensure full compliance and escalate any deviation for Management's action.

Approval.....

**Dr. Henry Ajagbawa-MD/CEO**