



TIVOLI GROUP
مجموعة تيفولي

MEMORANDUM

To: All Tivoli Group Employees

Subject: Maintaining Washroom Cleanliness and Proper Waste Disposal

Dear All,

To maintain a clean, hygienic, and respectful workplace environment, all employees are reminded to ensure proper use of washroom facilities.

Please take note of the following:

- Ensure the toilet is left clean after use.
- Flush properly and check that the area is tidy before leaving.
- Dispose of all waste, including paper towels and other items, in the designated bins.
- Do not leave any garbage or personal waste in sinks or on the floor.

Maintaining cleanliness is a shared responsibility, and your cooperation is essential in keeping our facilities in good condition for everyone.

Thank you for your understanding and support.

Sincerely yours,

Anwar Ghaida

Chief Human Resources Officer