



**SINAS INTERIOR DECORATION LLC**

**DESIGNERS AND CONTRACTORS**

QUALITY | SERVICE | INTEGRITY

## **ABOUT SINAS GROUP**

### **Sinas Group is nearly 30 years old**

Established in 1986 by Kishore Roshanlal, the Sinas Group has grown from its beginnings as small workshop in Bur Dubai, into a substantial group of five companies and is now based in Al Quoz – Dubai. Today, the group enjoys a well-established position in the interior fit-out and transport sector of the UAE market.

### **Sinas Group has grown from Dubai and now serves the GCC**

The Group has grown from the UAE market and now serves Oman, Bahrain, Qatar and Saudi Arabia. Its interior division has achieved the feat of completing projects in Africa and Europe.

## **ABOUT SINAS INTERIORS**

Sinas Interior Decoration L.L.C (SID) is a part of the Sinas Group. SID is a successful and dynamic interior fit out specialist and offers design solutions for a broad range of projects. Our services include complete turnkey packages ranging from interior fit outs for retailers, shops & offices, banking, hospitality, healthcare, showrooms, F&B, restaurants, residential apartments, villas, institutions, joinery works & refurbishment works.

We offer high standards of design, construction and management with the expertise of having completed over 600 projects in the Middle East.

We are committed to serving our clients effectively and efficiently. We endeavor to understand our clients needs and form quality relationships with them.

Our valuable experience of the industry and in-depth technical knowledge enables us to deliver successfully, irrespective of how small or large the project requirements may be. At Sinas Interior Decoration L.L.C, we strive for excellence in our projects in a cost effective and timely manner.

The standard of our work and the service we provide has set an industry benchmark over the years and is unsurpassed in the interior fit-out and joinery sector.

### **Values**

Our strength lies on our core values of improvement, commitment, service, quality and integrity.

### **Vision**

To provide clients with a one stop solution for their building requirements.

To provide bespoke solutions for interiors design projects.

To become a leading Interior Design and Contracting company in the region best known for its Service, Quality and Integrity.

### **Mission**

Sinas Interior Decoration's mission is to ensure customer satisfaction through its high-end quality products and service.

## CODE OF ETHICS

SINAS group is committed to ensure that all company business is conducted according to rigorous ethical, professional and legal standards, as we believe that sustainability and development can only be achieved by acts of responsibility, complying with laws and regulations.

We urge our employees to observe and respect applicable local laws and regulations and the basic standards of behavior in the region in which we are based.

As we understand the impracticality to cover every possible and potential circumstance, SINAS group has a general framework for personal behavior, which covers conflicts of interest, fraudulent activity, gifts and many more. This code gives a clear framework within to make decisions.

Every employee of the group is expected to comply with these standards and work towards the continual improvement.

## STANDARDS

### Conflict of Interest

We at SINAS group expect our employees to avoid situations where their personal interest could or appear to conflict with the company's interest.

Employees shall ensure that their personal conduct does not provide any appearance of personal gain at the expense of the company's reputation and relationship with suppliers, government officials, and organizations.

Employees shall refrain from involving in any activity that competes with the company. During uncertainties of apparent conflict of interest care must be taken and advice shall be sought from the line manager.

Businesses conducted on behalf of SINAS group must be performed in diligent and loyal manners, which aren't contrary to policies of the group regarding illegal payments, bribes, usage of group funds and resources.

### Gifts

SINAS group considers receiving or giving gifts (entertainment, gratuities) to supplier or any other outside business acquaintance as conflict of interest hence employees shall not indulge in such activities.

SINAS group always deals with all parties in a fair and impartial manner as it supports free and fair competition. The rules are designed in order to prevent unregulated companies from gaining unfair advantage in competitive market.

### Fraud

SINAS group has zero-tolerance policy against any kind of fraudulent or corrupt business practice and expects all of its employees to adhere to highest levels of honesty, integrity and ethics at all times while conducting business for the company.

SINAS group expects its employees to act responsibly by reporting any suspected instances of fraud, whether committed by an employee against the company or against an entity doing business with company.

### **Protection of Confidential Information**

SINAS group prohibits its employees from disclosing or making use of any business secrets, confidential, sensitive information for any other than legitimate work related to the company.

The obligation of confidentiality also extends after employees cease working for the group.

### **Business Relationships**

SINAS group expects its employees to adopt high standard of integrity in business dealings with the customers, agents, subcontractors, suppliers and other third parties who have any sort of business relationship.

SINAS group aims to provide good value, reliable and innovative quality services, which meet the contract requirements. We focus on keeping the customers truthfully informed and restrain from misinterpretation and exaggeration.

SINAS group appoints subcontractors and procures goods and services on fair and competitive terms by using a transparent selection process, which involves certain criteria defined by the management.

### **Compliance with Laws**

SINAS group diligently adheres to legal and regulatory requirements in the regions where it operates.

SINAS group holds and maintains valid business registrations and operating licenses to carry out business activities and also carries out works in compliance with any local trade restrictions and export control.

SINAS group ensures that employees engaged have necessary visas, work permits, specific registrations, licenses and qualifications in order to avoid employment of illegal workers.

### **Safety Regulations**

SINAS group treats compliance with health and safety regulations with utmost diligence and makes sure that the employees follow these regulations at workplaces.

SINAS group ensures that all applicable legal requirements are identified and put in place to ensure compliance.



## CONTACT

P.O.Box 2952, Al Quoz Industrial Area 2,  
Dubai – United Arab Emirates.

Tel: +971 4 3393231, Fax: +971 3 3393236

Email: [info@sinasinterior.com](mailto:info@sinasinterior.com) / [sinasid@eim.ae](mailto:sinasid@eim.ae)

**Kishore Roshanlal**  
Managing Director

**Arun Kumar**  
General Manager  
Mob: +971 55 5586495  
Email: [arun.kumar@sinasinterior.com](mailto:arun.kumar@sinasinterior.com)

[www.sinasinterior.com](http://www.sinasinterior.com)



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