

# Thank you for contacting us.

We kindly request that you complete the violation form by clicking the link below in order to review your request and take the necessary action as soon as possible: [\[Click here to fill out the form\]](#)  
To view previously reported violations, please click the link below: [\[Click here to view previous violations\]](#)

## Violation Categories

01.

**Unauthorized Use of Computers, Email, and Internet**

This includes any unauthorized or inappropriate use of NCP’s computer systems, email services, or internet access.
02.

**Use of Drugs or Medications**

This refers to the use or misuse of any drugs or medications—whether legal or illegal—within the workplace, including alcohol. This does not include medications taken under a valid medical prescription.
03.

**Behavioral Aggression or Abuse**

This includes all forms of abusive behavior by one individual toward another, such as exploitation, threats, harassment, extortion, enticement, quarrels, insults, disrespect, or gestures that offend modesty. It also includes intentional seclusion with a member of the opposite gender or any form of discrimination—whether physical or verbal. Such behavior is considered a violation if it aims to cause, leads to, or is likely to lead to physical, psychological, sexual, or economic harm. This applies across all forms of communication, including actions, spoken or written language, gestures, implications, drawings, phone calls, electronic means, or any other mode of interaction or behavior that reflects aggression or abuse.
04.

**Threats**

Any act or use of language by one person toward another that causes fear of potential harm to their person, property, or anything related to them, by implying or explicitly stating the existence of a potential danger that threatens the individual’s personal safety, property, or related interests. A threat is considered serious if the source is likely capable of carrying it out and if it is made with the intent to achieve specific objectives. This includes all forms of communication, such as actions, spoken or written language, gestures, implications, drawings, phone calls, electronic means, or any other type of communication or behavior that reflects threatening intent or behavioral aggression.
05.

**Harassment**

Any use of language, action, or gesture of a sexual nature made by one person toward another that violates their body, dignity, or modesty. Such behavior is considered harassment when it occurs through any form of communication, including actions, spoken or written language, gestures, implications, drawings, phone calls, electronic means, or any other method of communication—or any behavior that reflects sexual misconduct or harassment.
06.

**Physical Assault**

Any intentional act or statement made by one person toward another with the intent to instill fear or intimidation by threatening or causing physical harm to the individual, their property, or someone connected to them. An act is considered physical assault if the aggressor is likely capable of carrying out the harm and does so with the intent of achieving a specific personal or professional gain. Such physical assault includes hitting, pushing, kicking, spitting, or the use of sharp objects or similar means.
07.

**Bribery**

Any person who solicits, accepts, or receives—whether for themselves or for others—any gift, payment, or promise thereof, in exchange for performing or refraining from performing an official duty, or an alleged duty, even if such action or inaction is lawful. This also includes breaching official duties or accepting a reward for a previous act, even without a prior agreement, or acting (or failing to act) based on a request, recommendation, or mediation.
08.

**Verbal Abuse**

Any negative language or behavior directed by one person toward another, including but not limited to: inappropriate jokes, obscene or offensive comments, mockery of appearance, job skills, or intelligence, discouraging remarks, shouting, cursing, insults, sexually explicit language, or threats of killing, hitting, or property damage. It also includes making inappropriate comments about gender, race, color, or similar attributes. Such behavior is considered a violation when it occurs through any form of communication, whether verbal, written, implied, visual, via phone, electronic means, or any other method of interaction that reflects verbal aggression or misconduct.
09.

**Government Procurement Contracts**

Any violation of the provisions of the Government Tenders and Procurement Law or its Executive Regulations.
10.

**Exploitation**

Any act or use of language by one person toward another with the intent to unfairly exploit them, using their authority, responsibility, or a specific relationship to achieve a personal, professional, or work-related benefit. This includes all forms of communication, whether through actions, spoken or written language, gestures, implications, drawings, phone calls, electronic means, or any other method of communication—or any behavior that reflects exploitative intent.
11.

**Gifts and Grants**

It is considered a violation to offer, accept, or provide gifts, hospitality services, or any form of benefit—whether directly or indirectly—from or to any party, including stakeholders, without prior approval from the authorized person.
12.

**Forgery**

Any deliberate alteration made in bad faith to an instrument, seal, mark, or stamp protected by law, using one of the methods stipulated in the Penal Code for Forgery Offenses (Royal Decree No. M/11 dated 18/2/1435 AH), which results in, or is likely to result in, physical, moral, or social harm to any natural or corporate person.
13.

**Conflict of Interest**

An actual, apparent, or potential conflict between a personal interest and the interest of the NCP, where the personal interest compromises—or may compromise—an individual's ability to perform their duties and professional responsibilities with objectivity, integrity, and impartiality.
14.

**Other**

If none of the above categories apply to the case you wish to report, please select the "Other" option and proceed by adding a clear and relevant description.