



MEGA FORTRIS (MALAYSIA) SDN. BHD. WHISTLEBLOWING POLICY



WHISTLEBLOWING POLICY AND PROCEDURES

Mega Fortris (Malaysia) Sdn. Bhd. and its group of companies (hereinafter referred to as “**MFM**” or “**Company**”) practice an open-door policy whereby Employees, Business Partners as well as members of the public (“**You**” or “**Whistleblower**”) are encouraged to come forward to disclose or report any concerns of suspected wrongful behaviour committed by any personnel of the Company.

1. SCOPE OF THE POLICY

This Whistleblowing Policy (“**Policy**”) sets out the framework and the procedures for the reporting or disclosure of any improper or suspected improper conduct, which include, but not limited to the following: -

- Incidents of fraud, corruption or bribery
- Abuse of power
- Conflict of interest
- Theft of embezzlement
- Non-compliance with Company’s procedures, policies, rules and regulations
- Conduct of activity which breaches any law or regulation
- Improprieties in matters of financial reporting
- Situations which pose a danger to health, safety or any individual or significant danger to the environment
- Illegal, unethical or immoral conduct;
- Breach of confidentiality

2. PROTECTION ACCORDED TO WHISTLEBLOWER

Every Whistleblower is accorded with protection, provided that the disclosure (“**Disclosure**”) is made in good faith and is not frivolous. The protections include the following: -

- Confidentiality of identity and the details of the reporting;
- Immunity from civil and criminal liability for Disclosures made;
- Protection from detrimental action; and
- Protection from retaliation or victimisation.



3. HOW TO MAKE A DISCLOSURE?

Disclosures shall only be made in good faith when there is a serious and reasonable concern there has been an improper conduct. If you are satisfied that there is a reasonable suspicion or that person is committing or has committed improper conduct, you may submit the Whistleblowing Form to the following persons:

- a. Dato' Dr. Meng Kee (Group Executive Chairman) at dato.dr.nickng@megafortris.com;
- b. Datuk Adrian Ng Meng Poh (Group CEO) at adrian.ng@megafortris.com;
- c. Mr. Ng Weng Choi (Executive Director) at wengchoi.ng@megafortris.com;
- d. Ms. Karin White (Group Chief Operating Officer) at karinwhite@megafortris.com; or
- e. Ms. Joyce Lee Ai Chun (Corporate Compliance Officer) at joyce.lee@megafortris.com.

4. ACTION SUBSEQUENT TO DISCLOSURE

Upon receiving the Disclosure, the Company will provide an acknowledgment in writing within 48 hours from the date of receipt of the Disclosure.

The Disclosure will then be reviewed by the Board of Directors, upon which the Board of Directors will instruct necessary investigation to be conducted. Where appropriate, the Company may also engage external consultants to assist in the investigation or competent authorities may be notified of the same.



**APPENDIX VII
WHISTLEBLOWING FORM**

WHISTLEBLOWING REPORT		
To:		
Incident Date & Time	Date:	Time:
Incident Location		
Name of Alleged Person / Department		
Description / Circumstances of Alleged Incident (Please use attachment if necessary) <ul style="list-style-type: none"> • What, Who, When, How, Witness • Please provide evidence to support the claim 		
<p>Signature : _____</p> <p>Name : _____</p> <p>Department : _____</p> <p>Telephone No : _____</p> <p>Date : _____</p>		



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