# **NYLEX (MALAYSIA) BERHAD**

[Registration No.: 197001000148(9378-T)] (Incorporated in Malaysia)

Date of Revised Statement: 09/08/2024 Last reviewed and approved by the 27/08/2024

Audit Committee:

Approved by the Board of 13/09/2024

Directors:

#### WHISTLE-BLOWING POLICY

#### 1. POLICY STATEMENT

Nylex (Malaysia) Berhad ("Nylex" or "Company") is committed to upholding values and highest standard of work ethics for all its directors, managers and employees in line with good corporate governance and business integrity practices.

The Company has adopted this Whistle-blowing Policy ("Policy") to provide an avenue for the employees of the Company and members of the public to raise genuine concerns of any wrongdoing or improper conduct involving the Company and/or its directors, managers or employees.

#### 2. OBJECTIVE

The objective of this Policy is to encourage reporting of any suspected fraud, corruption, misconduct or improper conduct of anyone within the Company. The Policy will provide an avenue for all Directors and employees of the Company and all its agents, vendors, contractors, suppliers, consultants and customers to raise concerns about any improper conduct without fear of retaliation and to offer protection for the reporter who reports such allegations. This will strengthen the Company accountability and transparency in the business affairs of the Company.

#### 3. TYPE OF IMPROPER CONDUCT

Under the statutory framework, "improper conduct" is taken to mean any conduct which if proved, constitutes a disciplinary offence or a criminal offence. The following list, which is not exhaustive, shall constitute "Reportable Improper Conduct" under this Policy:

- a) Fraud, misappropriation of funds or assets;
- b) Bribery, corruption or blackmail;
- c) Violation of the Company's code of conduct, procedures or policies;
- d) Improper or unethical conduct or behavior;
- e) Conflict of interest;
- f) Theft or embezzlement of fund or assets;
- g) Abuse of power or position;
- h) Breach of confidentiality:
- i) Criminal breach of trust or impropriety (including financial and operations, etc.) within the Company;
- j) Failure to comply with any legal obligations or breach of internal control;
- k) Gross mismanagement within the Company (including serious potential breach to the interest of society or environment);
- Act or omission which jeopardises the health and safety of the employee or any other individual; and
- m) Breach of Code of Ethics of the Company, including sexual, physical or other abuse of human rights.

WHISTLE-BLOWING POLICY

#### 4. PROTECTION FOR WHISTLE-BLOWER

The Company is committed to ensuring confidentiality in respect of all matters raised under this Policy.

#### a) Confidentiality

The confidentiality of the identity of the whistle-blower will be ensured and protected, unless otherwise required by law. Nylex assures that all reports will be treated in the strictest of confidence and will be promptly investigated.

#### b) Assurance against retaliation and immunity from disciplinary action

This Policy provides assurance that the whistle-blower, if he/she is an employee of the Company, shall be protected against retaliation and enjoy immunity from any civil or criminal liability or any liability by way of administrative process, including disciplinary action from the whistle-blower's immediate supervisor or department/division head or any other person exercising power or authority over the whistle-blower in his/her employment.

#### 5. REPORTING WITH REASONABLE BELIEF

Nylex expects its employees and stakeholders to report genuine concerns about unethical behaviour, malpractices, illegal acts or failure to comply with regulatory requirements without fear of reprisal. However, a person should make disclosure based on reasonable belief that any person has engaged, is engaging or is preparing to engage in improper conduct, provided that such disclosure is not specifically prohibited by any written law.

There are, however, instances where whistle-blower protection will be revoked, for example, in such circumstances as the whistle-blower himself has participated in the improper conduct disclosed, or the disclosure made is frivolous or vexatious or, the whistle-blower willfully made disclosure that he knew or believed to be false.

Malicious and false allegations reported by employees will be viewed seriously and treated as gross misconduct. If proven, it may lead to dismissal. The Company will also take appropriate action against the employees and / or stakeholders concerned including legal action, where appropriate.

If, however, a report is made in good faith, and a subsequent investigation proves it to be untrue, the whistle-blower will still be eligible for protection under this Policy.

#### 6. WHISTLE-BLOWING CHANNEL

The channel of reporting is through the Company's website at www.nylex.com using the form provided. The report must be in writing, submit via email or post (marked "Strictly Confidential"), to ensure that there is a clear understanding about the issues raised. The report shall be directed to the Company's Integrity Officer ("CIO") and copied to the Chairman of the Audit Committee and the Company Secretary. The whistle-blower shall disclose his/her personal identity in the form attached, and anonymous whistle-blowing reports will be considered only at the discretion of the Company.

The Company may, however, consider investigating an anonymous allegation after having assessed the following:

- a) the seriousness of the concern;
- b) the credibility of the concern; and
- c) the likelihood of confirming the concern from credible sources.

Channels of reporting are as follows:-

| Name                                  | Email                      | Telephone                       | Address  |
|---------------------------------------|----------------------------|---------------------------------|--|
| CIO                                   | cio.integrity@nylex.com    | +603-5519 1706<br>Extension 325 | C/O Nylex<br>(Malaysia) Berhad –<br>Corporate Office<br>Lot 16,<br>Persiaran Selangor,<br>Section 15,<br>40200 Shah Alam,<br>Selangor Darul<br>Ehsan<br>Malaysia |
| Chairman<br>of the Audit<br>Committee | joannemlopez@outlook.com   | +6019-600 1006                  | C/O Nylex<br>(Malaysia) Berhad –<br>Corporate Office<br>Lot 16,<br>Persiaran Selangor,<br>Section 15,<br>40200 Shah Alam,<br>Selangor Darul<br>Ehsan<br>Malaysia |
| Company<br>Secretary                  | choo-se-eng@ancomnylex.com | +603-7495 5098                  | C/O Nylex<br>(Malaysia) Berhad –<br>Corporate Office<br>Lot 16,<br>Persiaran Selangor,<br>Section 15,<br>40200 Shah Alam,<br>Selangor Darul<br>Ehsan<br>Malaysia |

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Upon receiving a report, the CIO must act promptly to investigate and resolve the issue. The Audit Committee shall be informed of the progress and outcome of the investigation. The Audit Committee shall deliberate on the report by the CIO and make recommendation to the Board or relevant authorities (where necessary) for further actions.

Subject to legal limitation, the whistle-blower will be kept informed of the final outcome of the investigation.

The written report of the conclusion of all cases shall be properly documented and made available upon request by any members of the Audit Committee.

## 7. MONITORING AND REVISION OF POLICY

This Policy cannot be amended without approval from Nylex's Board. The Company shall diligently monitor these procedures from time-to-time to ensure that they meet the objectives of the legislatives and remains effective for the Company, and if necessary, implement changes in accordance to the needs of Nylex or any new regulation, subject to the approval of the Board.

In the event that there are discrepancies between this Policy and the Whistleblower Protection Act, 2010 ("Act"), the Act shall prevail.

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## WHISTLEBLOWER REPORT FORM

Please provide the following details for any suspected serious misconduct or any breach or suspected breach of law or regulation that may adversely impact the Company. Please note that you may be called upon to assist in the investigation, if required.

# \* Compulsory field

| REPORTER'S CONTACT INFORMATION  |  |  |  |  |
|---|--|--|--|--|
| Name *  |  |  |  |  |
| Designation   |  |  |  |  |
| Department  |  |  |  |  |
| Contact No.   |  |  |  |  |
| Email Address *   |  |  |  |  |
| SUSPECT'S INFORMATION   |  |  |  |  |
| Name *  |  |  |  |  |
| Designation   |  |  |  |  |
| Department *  |  |  |  |  |
| Contact No.   |  |  |  |  |
| Email Address   |  |  |  |  |
| WITNESSES'S INFORMATION (if applicable)   |  |  |  |  |
| Name  |  |  |  |  |
| Designation   |  |  |  |  |
| Department  |  |  |  |  |
| Contact No.   |  |  |  |  |
| Email Address   |  |  |  |  |
| <b>COMPLAINT:</b> Briefly describe the misconduct / improper activity and how you know about it. Specify what, who, when, where and how. If there is more than one allegation, number each allegation and use as many pages as necessary. |  |  |  |  |
| What misconduct / improper activity occurred?*  |  |  |  |  |
| 2. Who committed the misconduct / improper activity?*   |  |  |  |  |
| 3. When did it happen and when did you notice it?*  |  |  |  |  |
| 4. Where did it happen?*  |  |  |  |  |

# NYLEX (MALAYSIA) BERHAD [Registration No.: 197001000148 (9378-T)] WHISTLE-BLOWING POLICY

| 5. Is there any evidence that you could provide us?   |            |  |  |  |
|---|------------|--|--|--|
|   |            |  |  |  |
| 6. Are there any other parties involved other than the suspect stated above?                |            |  |  |  |
|   |            |  |  |  |
| 7. Do you have any other details or information which would assist us in the investigation? |            |  |  |  |
|   |            |  |  |  |
| 8. Any other comments?  |            |  |  |  |
|   |            |  |  |  |
| Date:   | Signature: |  |  |  |
|   |            |  |  |  |