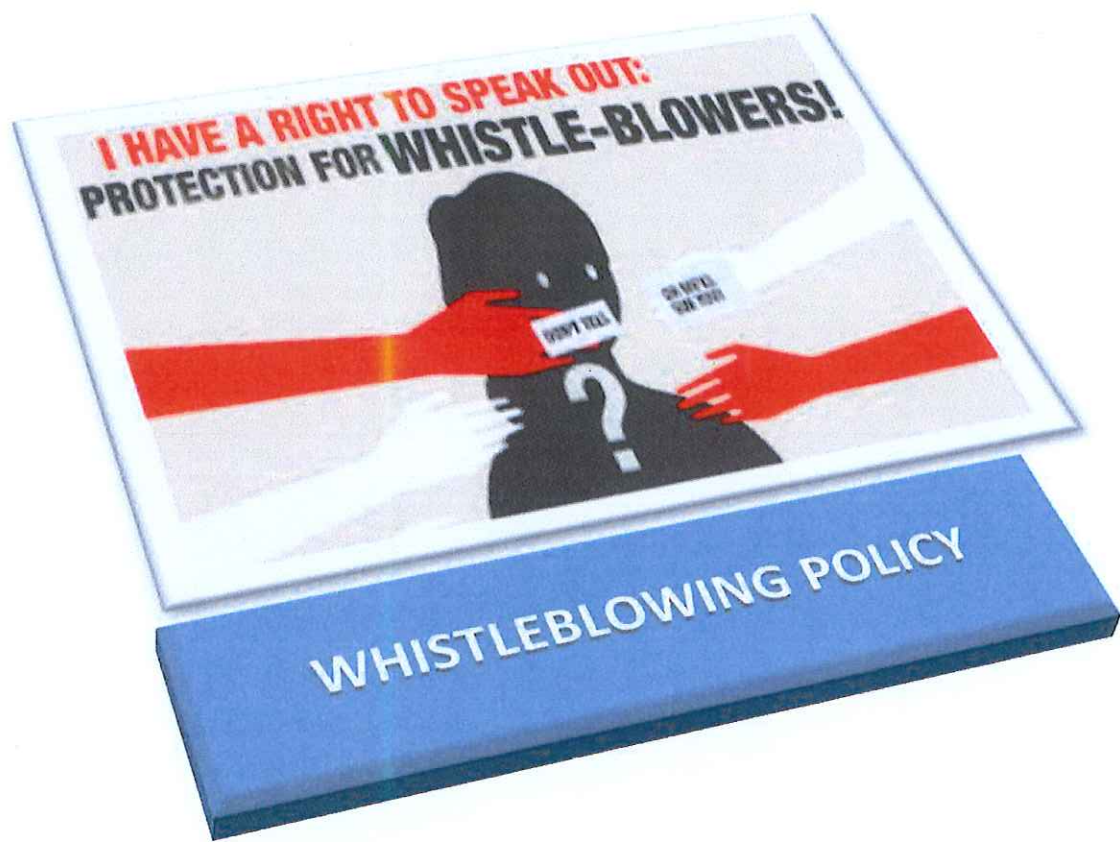


**AJ** 安裕資源有限公司  
**ANN JOO RESOURCES BERHAD**



- This policy applies to Ann Joo Resources Berhad and all its subsidiary companies covering all employees, Directors, Stakeholders and/or any other party with a business relationship with the Group.



## POLICY STATEMENT

Ann Joo Resources Berhad is committed to high standards of ethical, moral and legal business conduct.

In upholding of this commitment, the Whistleblowing Policy provides a framework to promote responsible and secure whistleblowing without fear of adverse consequences.

## OBJECTIVE

To provide an avenue for Whistleblowers to raise concerns in good faith, confidently and professionally of any improprieties within the Ann Joo Group.

To provide a transparent, clear and robust process and procedures for whistleblowing.

To provide reassurance to Whistleblowers that they will be protected from reprisals, retaliation, threats, intimidation, victimisation, discrimination or other unfair treatments as a result of their whistleblowing.

To enable Management to be informed at an early stage, permitting expeditious and appropriate action.

## SCOPE

The Whistleblowing Policy applies to Ann Joo Resources Berhad and all its subsidiary companies covering all Employees, Directors, Stakeholders and/or any other party with a business relationship with the Group.

Improprieties in Ann Joo Group include, but not limited to the following :

- Fraud, bribery, corruption, blackmail;
- Criminal offences
- Misuse of position, funds or assets of Ann Joo Group or undisclosed conflicts of interest;
- Acceptance of gifts/favour beyond the threshold allowed by Ann Joo Group;
- Intentional error or fraud/misrepresentations in company statements or records;
- Questionable accounting practices or disclosures;



- Unsafe work practices or conduct which jeopardises the health and safety of individual and damage to environment;
- Unlawful, unethical or improper conduct including sexual, physical or other abuse of human rights;
- Failure to comply with legal or regulatory obligation;
- Miscarriage of justice;
- Suppression or concealment of any information related to the above; and
- Any actions taken in reprisal against a Whistleblower.

**Note** : *The Policy is intended to be used for serious and sensitive issues. Personal grievances or complaints on employment-related concerns should continue to be reported through the normal channels.*

## WHISTLEBLOWING PROCEDURES

Whistleblowers must reveal their identity in the whistleblowing report in order to facilitate investigation.

Ann Joo Resources Berhad reserves the right to investigate any anonymous complaints depending on the following :

- Seriousness of the issues raised;
- Credibility of the concern; and
- Likelihood of confirming the allegation from attributable sources

Written complaint must be made in writing using the Whistleblower Report Form (Appendix I) which can be downloaded from the website at [www.annjoo.com.my](http://www.annjoo.com.my) and sent via any one of the following channels :

**Email** : whistleblow@annjoo.com.my  
*[Access restricted to the Senior Independent Director only]*

**By Hand/  
Post/Courier** : Senior Independent Director  
c/o Company Secretary  
Wisma Ann Joo, Lot 19391  
Batu 8½, Jalan Klang Lama  
46000 Petaling Jaya  
Selangor D.E  
*[Please mark "PRIVATE & CONFIDENTIAL – WHISTLEBLOWING.  
TO BE OPENED BY ADDRESSEE ONLY"].*



## HANDLING OF WHISTLEBLOWING CASES

For quick reference, please refer to flowchart in Appendix II.

Upon receipt of the report, the Senior Independent Director will review the report within 14 working days.

The Senior Independent Director may, at his discretion, direct the matter for investigation. The investigation team may comprise Ann Joo Group employees selected by the Senior Independent Director who are independent of the matter and/or external parties (such as the external auditor, legal advisors, etc).

Any action taken in response to a report would depend on the nature of concern.

Ann Joo Resources Berhad will treat all reports received, the process of investigation and the results of investigation in confidence.

Investigations shall be completed normally within 45 days of the report/complaint.

The Whistleblower (if he/ she identifies himself/herself) will be notified upon completion of the investigation.

## PROTECTION TO WHISTLEBLOWER

The Whistleblower will be accorded with protection of strict confidentiality of identity unless otherwise required by law.

The Whistleblower will be protected from any reprisals and adverse actions, including any form of harassment and victimisation as a consequence of his disclosure of any impropriety committed to or to be committed.

Provided that disclosures are made in good faith, such protection will be accorded to the Whistleblower even if investigation later reveals that the allegation is unfounded, untrue or mistaken.

## RESPONSIBILITY

The Senior Independent Director shall be responsible to report on the whistleblowing cases to the Audit Committee and Board of Directors and provide updates on the investigation periodically.



The Board of Directors reserves the right to amend or modify this Whistleblowing Policy at any time.

Ann Joo Resources Berhad undertakes to communicate this Policy and any revision it made from time to time to all Employees, Directors and Stakeholders in the best manner it thinks fit.

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*First Issued & Approved by the Board of Directors : 13 April 2018*

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