

HUMAN RIGHTS POLICY

POLICY BRIEF & PURPOSE & SCOPE

TGIB group of companies based in Peninsular Malaysia recognizes the importance of maintaining and promoting the fundamental human rights of employees by operating under programs and policies that:

- i. Provide a workplace free of discrimination and harassment.
- ii. Prohibit child & forced labour.
- iii. Provide fair and equitable wages, benefits, and other conditions of employment in accordance with local laws.
- iv. Provide safe working conditions.
- v. Recognize employee's rights to freedom of association.

This policy applies to our entire organization and those we do business or partner with including suppliers, vendors and contractors.

GUIDANCE & REPORTING FOR EMPLOYEES

TGIB is strive to create workplaces in which open and honest communication among all employees is valued and respected. TGIB also committed to complying with applicable labour and employment laws wherever we operate. In addition, we work to achieve full employee engagement as the foundation of our mutual success; strive to create a culture that champions respect and inclusion; offer competitive wages and benefits; and implement clear health and safety practices.

Any employee who believes a conflict exists or has come to exist between the language of this policy and the laws, customs and practices of the place where he or she works, or who has questions about this policy or would like to confidentially report a potential violation of this policy should raise those questions and concerns with his or her Immediate Superior or Head of Department and Admin & HR Department.

ACTIONS AND IMPLEMENTATION

To ensure the effective implementation of this policy, TGIB will:

- i. Communicating this policy to our employees.
- ii. Ensure that a grievance mechanism is available for receiving and addressing complaints of violations of this policy and is communicated to all employees.