



Human Rights & Labour Standard Policy

AwanBiru Technology Berhad

INTERNAL USE ONLY

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1.0 INTRODUCTION

Awantec is committed to conducting business ethically in compliance with all applicable human rights & labour standard ("HRLS") laws of the country in which we operate. This policy affirms our priority on the well-being and rights of all individuals affected by our operations, fostering a work environment that promotes equality, dignity, and fairness. Through this policy, we strive to ensure compliance, accountability, and ongoing improvement as we uphold our responsibility to respect and protect human rights and labour standards.

2.0 INTENDED AUDIENCE

The HRLS policy applies to all employees and any individuals who perform services for or on behalf of Awantec, which includes contractors, subcontractors, consultants, suppliers, agents, intermediaries and representatives of Awantec.

3.0 REPORTING FRAMEWORK

Awantec's HRLS policy is developed and aligned with the Global Reporting Initiative reporting disclosures on human rights & labour concerns, as highlighted in United Nations Sustainable Development Goals and the relevant International Bill of Human Rights. We acknowledge the rights contained within the Universal Declaration of Human Rights, the United Nation Guiding Principles on Business and Human Rights, as well as the ILO Core Conventions on Labour Standards, and we are committed to respecting the aforementioned rights and seek to avoid complicity in its abuse.

4.0 COMPLIANCE TO LAWS, POLICIES & PROCEDURES

This policy shall be implemented in conjunction with all statutory laws and regulations applicable to the Company's business. This includes, but are not limited to :

- Children and young persons (employment) act 1966 (Act 350)
- Anti-Trafficking in Persons & Smuggling of Migrants Act 2007 (Act 670) (ATIPSOM, Amendment 2010)
- Minimum Wage Order 2022
- Employment Act 1955 (Act 265) - Working Hours
- Occupational Health and Safety Act 1994
- Federal Constitution of Malaysia : Article 10(1) - Freedom of Speech, Assembly and Association
- The Industrial Relations Act (IRA) 1967 - Freedom of Collective Bargaining

5.0 GOVERNANCE FRAMEWORK

- **Chief Executive Officer**

The Chief Executive Officer shall oversee the implementation of compliance controls related to this policy.

- **Risk Committee**

The Risk Committee shall conduct regular risk assessments to identify HRLS risks potentially affecting the Group. Risk Management shall also review the suitability of this policy from time to time, considering relevant legislative developments, evolving industry and international standards.

- **Internal Auditor**

The Internal Auditor shall serve as an independent authority to act effectively against, including initiating investigations deemed necessary based on reasonable cause for suspicion. Internal Audit shall maintain a direct reporting line to the Audit Committee.

- **Corporate Human Resource**

Corporate Human Resource shall implement and effectively manage routine HRLS measures as deemed appropriate to safeguard the organisation against possible legislative liabilities, as well as undertake ad-hoc measures as necessary.

6.0 POLICY

Awantec strives to the following commitments, which are built upon laws and procedures to ensure fairness in the recruitment, development and retention of all employees and related stakeholders.

- Awantec is committed to instituting and maintaining a safe and healthy workplace by minimising the risk of accidents, injuries and exposure to employees.
- Awantec ensures that all work is voluntary. Consistent measures are taken to prevent the use of forced, bonded or indentured labour, slavery or human trafficking within the workplace and throughout our supply chain.
- Prohibition of all forms of harassment, abuse and corporal punishment against workers.

- Awantec shall respect and support employee's right to associate, freedom of expression, and bargain collectively as a means of negotiation the labour environment, wages or other relevant matters in accordance with local laws and regulations.
- Awantec shall not employ anyone under the minimum age requirement under any circumstances, as part of our commitment to upholding Children's Rights and Business Principles while safeguarding and promoting the well-being of children in all aspects of our operations.
- Awantec shall respect and adhere to adequately control work hours and holidays in accordance to local applicable laws and regulations.
- Awantec shall, at its minimum, compensate its employees fairly and justly by adhering to minimum wages, overtime compensation and legal benefits in accordance to local laws and regulations.
- Awantec shall strive for to equal pay for equal work, ensuring that pay and conditions are equivalent for jobs rated as having equal value.

7.0 AWARENESS AND TRAINING

Awantec conducts awareness programmes for all employees to refresh their understanding of human rights & labour standards, continuously promoting honesty and ethical principles.

In addition, the Group provides HRLS training to:

- New recruits during our onboarding programme
- Employees deemed necessary due to promotion, transfer, exposure to specific positions, or those requiring a refresher course.

Corporate Human Resource may at any time recommend that certain training be repeated for any employees or group of employees in any operating units if deemed necessary based on circumstances.

Corporate Human Resource shall maintain all training records in collaboration with Internal Audit.

8.0 REPORTING OF POLICY VIOLATION

Employees should raise concerns about any occurrence or genuine suspicion of misconduct or violation of this policy at the earliest opportunity by reporting any occurrence or suspicion immediately in writing to the appropriate channel. Please refer to the Whistleblowing Policy, Grievance Policy and Code of Conduct for more detailed guidance.

If you are uncertain whether a particular act constitutes a violation, or if you have any other queries, please consult your superior, Head of Department, Head of Corporate Human Resource or email to whistleblower@awantec.com.my

Once you have reported a suspicion or concern, the matter should not be discussed with any person other than those responsible for its investigation unless explicitly instructed or when the information is made public.

9.0 NON COMPLIANCE

- Internal audit shall conduct regular validations to ensure compliance to this policy. These exercises may be conducted either independently by internal audit or by external consultants.
- Any non-compliance identified through these validations or other risk assessments shall be reported to the Audit Committee.
- In cases involving suspicious behaviour, allegations, or investigations related to HRLS, Corporate Human Resource reserve the right to request the relevant employee to declare information about assets owned, as deemed necessary.

10.0 SANCTIONS FOR NON COMPLIANCE

- Awantec regards HRLS as a serious matter. Non-compliance may lead to disciplinary action, up to and including termination of employment. Further legal action may also be pursued if Awantec's interests have been affected or compromised due to non-compliance.
- Awantec shall notify the relevant regulatory authority if any identified human rights and labour standards incidents are legally proven.
- Upon notifying the Department of Labour or Human Rights Commission of Malaysia, the Group shall provide full cooperation, including taking any additional actions deemed necessary against the implicated individuals or parties.

11.0 CONTINUOUS IMPROVEMENT

Awantec is committed to continuously improving its policies and procedures related to HRLS. Internal audit may endeavour to further develop integrity measures and certify the Awantec's HRLS procedures as adequate.

12.0 CHANGE HISTORY

Version	Date	Prepared Amended by	Remarks