



COMPLAINT TYPES

A Whistleblower's complaint is information relating to improper conduct of any staff, consultant or contractor of DRB-HICOM Group of Companies.

Improper conduct among others include:

- Suspected or actual incidents of fraud or corruption, breaches in any law or regulations in Malaysia, Company's policies, procedures or legal obligation and misleading or deceptive conduct of any kind
- Auditing matters, including non-disclosure or any subversion of the internal or external audit process
- Breach of confidentiality obligations
- Abuse of authority
- Criminal breach of trust
- Criminal offence
- Embezzlement / misappropriation of company's funds
- Profiteering based on inside knowledge of the Group's activities
- Misuse of company information
- Forgery / alteration of any document or account within the Group
- Procurement fraud / suspicious dealings
- Negligence
- Impersonation of officials
- Money laundering
- Workers compensation fraud
- Asset misappropriation
- Any other detrimental wrongdoings

DRB-HICOM

Whistleblowing Policy



REPORT IMPROPER ACTIVITIES

Report In Person/Mail:

Group Internal Audit Division
Level 5, Wisma DRB-HICOM
No. 2, Jalan Usahawan U1/8,
Seksyen U1, 40150 Shah Alam,
Selangor Darul Ehsan, Malaysia

Other Reporting Channels:

1-800-88-2005
whistleblowing@drb-hicom.com

Group Internal Audit Division



PURPOSE

The DRB-HICOM Group's Whistleblowing Policy outlines the Company's commitment to ensure that anyone is able to raise concerns regarding any illegal conduct or malpractice without being subjected to victimisation, harassment or discriminatory treatment, and to have such concerns properly investigated.

The Whistleblowing Policy applies to DRB-HICOM Berhad and all its group of companies. All employees, directors, shareholders and any parties with a business relationship with DRB-HICOM Berhad or its group of companies are encouraged to disclose any wrongdoing that may adversely impact the Company. However, please do not misuse this opportunity as an avenue to seek revenge or as a retaliation channel.

This Policy is not intended to cover the following:

- Customer complaints about the Group's services which are non-fraud related
- Personal grievances concerning an individual's terms and conditions of employment

REQUIRED INFORMATION

Your complaint has to be submitted together with the following information:

- Type of activity / conduct
- Details of suspected personnel involved
- Details of incident (including place, date and time of incident, as well as names of those involved)
- Transaction amount and type (if it is known)
- Any document, information or physical evidence relating to the complaint

PROTECTION

All disclosures made under this policy will be dealt with in a confidential manner.

The identity of all complainants will be kept confidential and protected.

Whistleblowers are protected under the Laws of Malaysia Act 711:

The Whistleblower Protection Act 2010

Making a complaint under the Whistleblowing Policy does not shield the complainant from consequences if it is found that the person is also involved in the same / other improper conducts or unlawful activity under the Policy.



HOW TO REPORT?

All complaints and improper activity reports can be made through these channels:

1. Call the Whistleblower Hotline
1-800-88-2005
2. Send an e-mail to
whistleblowing@drb-hicom.com
3. Post a letter to
**Group Internal Audit Division
Level 5, Wisma DRB-HICOM
No. 2, Jalan Usahawan U1/8,
Seksyen U1, 40150 Shah Alam,
Selangor Darul Ehsan, Malaysia**

All these channels lead to the **Chairman of the Board Audit Committee** and/or the **Head of Group Internal Audit Division**.

For mailed in reports, they must be placed in a sealed envelope labelled "**Strictly Confidential. To be opened by Addressee only.**" on the top left-hand corner.

“All information received from the Whistleblower will be treated with utmost confidentiality”

