



WHISTLEBLOWING POLICY STATEMENT

The intent of this Whistleblower Protection (Anti Retaliation) Policy (“the Policy”) is to establish the rules and principles for the process of complaint management, investigation, and protection for whistleblowing for FPG.

This Policy also is intended to prevent retaliation so FPG can maintain a “do the right thing” culture of integrity, which includes the freedom to raise workplace concerns.

Identity of Whistleblower

Whistleblower is encouraged to enclose his/her name and contact details in order to be protected by the Policy. Nevertheless, an anonymous allegation is acceptable, if the disclosure contains accurate and complete information.

Content of Disclosure

Any disclosure made herein should contain the following information:

- WHO – details of the person(s) involved.
- WHAT – the alleged misconduct / wrongdoing.
- WHEN – when the alleged misconduct / wrongdoing took place.
- WHERE – where is the alleged misconduct/wrongdoing took place.
- HOW – nature of allegation / details of allegation.

Reporting Channels

- e-form

<https://fpg.com.my/whistleblowing/>

- Written

Send your disclosure to address below:
The Whistleblowing Committee,
FPG Oleochemicals Sdn Bhd, Lot 3831,
Kuantan Port Industrial Area,
Tanjung Gelang,
26080 Kuantan, Pahang.

- Email

Email to : cnf-fpg-whistleblowing-committee@groups.pg.com

- **In Person**

An employee, who wishes to report, may come in person to meet his/her immediate manager or higher level manager in his/her reporting line, a manager in Human Resources and Administration Department and Finance & Accounting Department.

Protection Accorded to Whistleblower

- This Policy shall provide protection to the whistleblower on:
- The identity of the whistleblower
- The confidentiality of the information
- Retaliation as consequences of whistleblower disclosure
- Whistleblower protection shall be revoked if the whistleblower breaches the terms and condition under this Policy if it is of opinion, based on investigation or in the course of investigation that:
 1. The whistleblower himself has participated in the Improper Conduct disclosed;
 2. The whistleblower willfully made in his disclosure of Improper Conduct a material statement that he knew or believed to be false or did not believe to be true;
 3. The disclosure of Improper Conduct is frivolous or vexatious.
 4. The disclosure of Improper Conduct principally involves questioning the merits of company policy;
 5. The disclosure of Improper Conduct is made solely or substantially with the motive of avoiding dismissal or other disciplinary action; or
 6. The whistleblower, in the course of making the disclosure or providing further information, commits an offense under any of the company policies or SOPs.

Deliberation of cases

A Whistleblowing Committee (“WBC”) consisting of Managing Director (Chairman), Plant Manager, General Manager, Finance Manager and Human Resources & Administration Manager (“HR&A”) is formed to cater complaints against all employees excluding LT Members.

Complaints against LT Members and above shall be deliberated with the Board. If the LT Member himself is involved in improper conduct, he should be excluded from the deliberation session.

Investigation on corruption / abuse of power / fraud will be investigated by an Investigation Committee consisting of HR&A Manager, Finance Manager, and Appointed Investigation Officer(s).

Any other improper conduct will be investigated by HR&A Department as per current policy.