



A member of UEM 

CIMA GROUP

WHISTLE-BLOWER POLICY

Version 1: August 2008

Version 2: November 2018

Version 3: July 2020

Prepared by: CIMA Group Governance, Risk & Compliance Department

CONTROL SHEET

Document Control Log	
Document Name	CIMA Group Whistle-blower Policy
Document Owner	CIMA Group Governance, Risk & Compliance Department
Initial	August 2008
Revision Date(s)	1. November 2018 2. July 2020
Approving Authority	CIMA Board of Directors
Approval Date	22 July 2020

Note: Control Sheet to be duly updated whenever changes are made and approved to the Procedure

Table of Content

1.0	Policy Statement	4
2.0	Objective	4
3.0	Scope	4
4.0	Eligibility	5
5.0	Referral to Authorities	5
6.0	Revision of Policy	5

1.0 POLICY STATEMENT

Cement Industries of Malaysia Berhad, its subsidiaries, and associate companies ("CIMA Group") is fully committed to the highest standards of integrity, professionalism, honesty, accountability, and ethical behaviour in the conduct of its business and operations.

The Whistle-blower Policy ("Policy") has been formulated to build a culture of integrity, openness and accountability by affording a channel for employees, business partners and members of the public to disclose any wrongdoings or instances of unethical behaviour, improper conduct, actual or suspected fraud and/or abuse within CIMA Group. ("Protected Disclosure")

Such Protected Disclosure will be treated in accordance with the Whistle-blower Procedure, to enable CIMA Group to take prompt corrective action to mitigate potential legal, financial, or reputational damage and to uphold our commitment on integrity.

Specifically, CIMA Group assures that the whistle-blower will not suffer any form of retribution, victimisation, or detriment.

CIMA Group further reassures that disciplinary action will be taken against the perpetrators where the whistle-blowers are subjected to retribution, victimisation or detriment whilst whistle-blowing in good faith and not in abuse of the Policy and provided the Protected Disclosure is not made with malicious intent.

2.0 OBJECTIVE

The Policy provides an avenue for all employees of CIMA Group, third parties employed or engaged by CIMA Group, employees of third parties employed or engaged by CIMA Group and members of the public to disclose any improper conduct or unethical behaviour, actual or suspected fraud / corrupt practice and/or abuse in accordance with the procedures as provided for under this Policy and to provide protection for those who report such allegations.

The Policy aims to assure whistle-blowers that they would be fully protected from harassment or victimisation for whistle blowing in good faith.

3.0 SCOPE

This Whistle-blower Policy applies to CIMA Group. This Policy is not to invalidate the Grievance Procedure and/or Disciplinary Action Process and Procedure, but to provide alternative means for employees and members of the public to raise a concern outside the normal reporting channels.

This Policy will not apply to personal grievances concerning an individual's term and conditions of employment, or other aspects of working relationship, complaints of bullying or harassment or disciplinary matters. Such complaints should be dealt with under the existing Human Resource procedure in the Code of Conduct Handbook adopted by CIMA Group.

The implementation of the Policy is in line with the Whistle-blower Protection Act 2010, Companies Act 2016, Malaysian Anti-Corruption Commission Act 2009, Capital Market and Services Act 2015, Personal Data Protection Act 2010 and all applicable laws and regulations in Malaysia.

4.0 ELIGIBILITY

Members of the public, employees, directors, shareholders, consultants, vendors, contractors, or any parties involved in a business relationship with CIMA Group are encouraged to disclose any wrongdoing that may adversely impact CIMA Group. The Protected Disclosures may be in relation to matters concerning CIMA Group or any of its subsidiaries.

5.0 REFERRAL TO AUTHORITIES

Where the Whistle-Blower Committee is of the view that a matter referred to it may be a criminal offence under any law, the Committee may forthwith, report the same to the appropriate enforcement authority.

6.0 REVISION OF POLICY

CIMA Group reserves the right to revise or amend this Policy. Any revision or amendment shall be approved by the CIMA Board Audit & Risk Committee ("ARC"). Upon the ARC's approval, the said revision or amendment shall form part of this Policy.

This document shall be published on CIMA Group's website for external parties and the public to be aware of the Policy and the available reporting channel to raise concerns with CIMA Group.