

## **SMOKING POLICY**

The Board of Directors recognizes that the Company's most valuable asset is the employee.

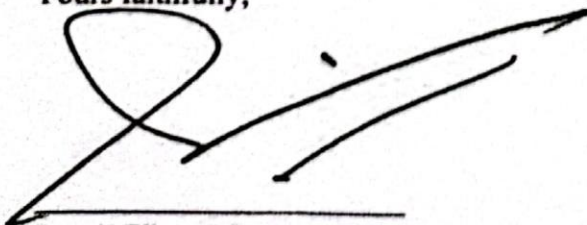
Therefore, the Company is dedicated to provide a healthy, comfortable and productive workplace for all employees at work. The health hazards related to smoking, both the smoker and the non-smoker who is exposed to second hand smoke should be minimized. It is the Company's intention to provide a smoke-free workplace for all its employees and visitors.

This policy has the following specific objectives :

1. To comply with the Occupational Safety & Health (OSH) Act 1994, in protecting the health of the employees from hazards including tobacco smoke in the workplace.
2. To protect the health and safety for those who work at or visit the workplace.
3. To provide a smoke-free environment, buildings and grounds.
4. To minimise fire risks to the Company property attributable to smoking.
5. To encourage a smoke-free workforce.
6. Management will take an active role to promote compliance of the policy and initiative that help employees to quit smoking.
7. Employees are required to comply with Company policy on smoking and are encourage to offer social support to employees who are trying to quit smoking.
8. Employees are encourage to take an active role to suggest ways of decreasing the number of employees who smoke.
9. The Safety Committee shall be responsible to conduct periodic monitoring and annual review for continual improvement on system and procedures pertaining to this policy.

This declared policy show our commitments to provide a healthy, smoke-free environment for all our employees, volunteers and visitors. This policy will be circulated to all employees and we ask that we all participate together in creating a healthy smoke-free workplace.

Yours faithfully,



**Datuk Elbert Lim Yu Ming JP**  
Managing Director  
Date : 07<sup>th</sup> November 2014