



Mutual Respect and Equal Employment Opportunity Policy

As a responsible employer, MARDEC Berhad is committed to providing a safe, fair, respectful, transparent and pleasant work environment for its employees, suppliers and customers.

Our management team will not tolerate any form of harassment or discrimination, whether directed at or perpetrated by our team.

All business and employment decisions at MARDEC are based on specific operational needs, job requirements, and individuals' professional capabilities. MARDEC neither endorses nor accepts any discrimination or prejudice with regard to an individual's race, religion, belief, national or social origin, gender, age, disability, marital status, family or parental status or family medical history.

At MARDEC, harassment includes but is not limited to:

- Disparaging, negative or suggestive comments about a person's private life, appearance, background, race, religion, gender, age, disability, marital status, family status, or family medical history
- Any behavior by an individual that is deemed as an overstep or abuse of authority with those under the responsibility of said individual
 - Sexually suggestive behavior, comments, jokes or inappropriate physical contact
 - Displaying offensive screen savers, photos, calendars or objects
 - Repeated unwanted social invitations or proposals for intimacy
 - Sexually explicit emails, text messages or posts on social networking sites

MARDEC encourages employees, suppliers and customers to immediately notify our management team of any instances of harassment or discrimination immediately (please see our Whistleblower Policy for further details). We commit to a full and fair investigation into the matter, and will take no retaliatory action against any informants / whistleblowers.

Any individuals or parties found guilty of violating our Mutual Respect and Equal Employment Opportunity Policy will face punitive action. This may include, but is not limited to:

- Immediate termination of employment contract without compensation
- Immediate termination of supplier contract without compensation
- Immediate termination of customer contract (with or without full delivery of products / services)
 - Filing of legal charges / lawsuit
 - Reporting the perpetrator to the relevant authorities

Muhammad Hudhaifa Ahmad

Deputy Chief Executive Officer