



HEXTAR HEALTHCARE BERHAD
199601000297 (372642-U)

HUMAN RIGHTS POLICY

INTRODUCTION

This policy sets out the principles and standards on fundamental issues related to applicable current human and labour rights regulations. It also serves as a formal commitment by the Group to upholding and protecting human rights in accordance with local and international standards, including the latest Malaysia Employment (Amendment) Act 2022, the Industrial Relations Act 1967, the Trade Union Act 1959, the Occupational Safety and Health (Amendment) Act 2022 and broadly, the Universal Declaration of Human Rights and United Nations Guiding Principles on Business and Human Rights as well as the International Labour Organisation (ILO).

This policy covers employees at all levels of seniority, including and not limited to Board of Directors, Management, permanent staff, contractual workers, consultants, contractors, trainees or any third-party associates such as actual and potential customers, suppliers, distributors, business contacts, agents, advisors, representatives of private or governmental bodies.

Hexcare adheres by these strict principles of fair labour and recruitment practices, including our resolute stand against child or underaged labour, forced labour, workplace discrimination and workplace harassment, right to collective bargaining, excessive working hours, minimum wages and equal pay. These principles are outlined below:

Childrens' Rights

- (i) Hexcare adheres to minimum age provisions of applicable laws and regulations, consistent with the United Nations Convention on the Rights of the Child, relevant International Labour Organization standards and UNICEF's Children's Rights and Business Principles;
- (ii) Hexcare does not condone any child labour and does not employ any person under the age of eighteen (18) years by any company within the Hexcare Group.

Forced Labour

- (i) Hexcare does not tolerate any forced labour or labour which involves physical or mental abuse, including actual or threatened physical punishment, verbal or sexual harassment, or domination or restraining of workers by force, authority or threats;
- (ii) For more details of the Group's stance on forced labour, please refer to the Forced Labour Practices SOP 20.32 recognised and adopted by our Human Resource (HR) Department.

Workplace Discrimination

- (i) Hexcare will not discriminate in hiring, compensating, promoting, terminating and/or training based on race, religion, ethnicity, national origin, age, gender, marital status, social status, disability status, sexual orientation, union membership or political affiliation, in compliance with the Federal Constitution (Article 8 on Equality) and relevant employment laws
- (ii) For more details of the Group's stance on workplace discrimination, please refer to the Group's Policy on Workplace Discrimination kept at the Human Resource (HR) Department and published on the Company's website.

Workplace Harassment

- (i) Hexcare is committed to providing and maintaining a safe, healthy and harassment-free work environment for all employees and believes that every employee should be treated with respect and dignity;
- (ii) Any form of sexual, verbal, physical, or psychological harassment or abuse will not be tolerated;
- (iii) For more details of the Group's stance on workplace harassment, please refer to the Group's Policy on Workplace Harassment kept at the Human Resource (HR) Department and published on the Company's website.

Rights to Collective Bargaining and Freedom of Association

- (i) Hexcare respects the rights of freedom of association of its employees to participate in the formation, membership and lawful activities of a trade union, workers' association or workers' council and the rights to bargain collectively in accordance with the Trade Union Act 1959, Industrial Relations Act 1967 and Immigration Act 1956/63 of Malaysia;
- (ii) Hexcare will not discriminate or take any disciplinary or punitive measures on employees and workers who exercise these rights.

Excessive Working Hours

- (i) Hexcare is committed to complying with the latest Employment (Amendment) Act 2022 enforced since 01 January 2023, wherein Hexcare has reduced the maximum weekly working hours from 48 to 45, aligning with International Labour Organization (ILO) conventions on the safeguard of workers' welfare;
- (ii) Working hours and overtime hours may be regulated to comply with the maximum 104 overtime hours per month per employee under Malaysian laws, by means of new recruitment, job variation and/or job rotation where applicable.

Minimum Wage Order

- (i) Hexcare observes and adheres to the latest Minimum Wage Order i.e., Basic Pay as gazetted by the Malaysian government. This is fairly implemented across the Group and applicable to all workers, without bias and discrimination;
- (ii) Hexcare is committed to paying at or exceeding the current Minimum Wage Order in order for the workers to be accorded a relatively decent standard of living. Employees are accorded their wages in a fair and orderly manner which may include approved overtime wages and/or other salary benefits such as fees and allowances.

Equal Pay

- (i) Hexcare is committed to observing the belief and culture of Equal Pay for Equal Work, within the context of Malaysian and local laws, with regards to equal remuneration for work of equal value. This is fairly implemented across the Group and applicable to all workers, without bias and discrimination.

Health and Safety

- (i) Hexcare is steadfast in adhering to the ISO 45001 Occupational Health and Safety (OHS) management system and complies with the Occupational Safety & Health (Amendment) Act 2022 to effectively and efficiently manage OHS risks and enhance overall OHS performance;
- (ii) Hexcare strives to ensure, as far as practicable, the safety, health, and welfare at work of all employees and any person who may be affected by its operations at the workplace;
- (iii) Hexcare also provides adequate health and safety training, risk assessment control, and the development & implementation of procedures for dealing with emergencies that may arise for all employees with the aim of continuously building a sustainable health and safety culture.

Gender Equality and Women's Rights

- (i) Hexcare promotes equal opportunities for career growth and leadership roles, regardless of gender, in line with our commitment to a fair and inclusive workplace.
- (ii) Hexcare provides fully paid maternity leave of 98 days, in compliance with the Employment (Amendment) Act 2022, to support the health and well-being of women during pregnancy and postnatal recovery.

This Policy is the collective responsibility of:

- The Board of directors of the Company and subsidiary companies - overall responsibility for ensuring that human rights considerations are integral in the way in which existing operations and new opportunities are developed and managed;
- Managers and supervisors – who must provide visible leadership that promotes human rights as an equal priority in business issues. They also have a responsibility for identifying abuses that occur; and
- All employees – who are responsible for ensuring that their own actions do not impair the human rights of others. They are also encouraged to bring forward, in confidence, any concerns that they may have about human rights abuses directly to the Head of Human Resources (HR).

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