



國裕精密工業有限公司  
**K. J. PRECISION INDUSTRIES SDN. BHD.** (430699 V)  
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**We Specialize in Auto Lathe Precision Metal Turn Parts.**

## **WHISTLEBLOWING POLICY**

K.J. Precision Industries Sdn Bhd strives to conduct its business with integrity, competence and professionalism while achieving the highest level of effectiveness and excellence. Hence, it is important that KJPI is alerted of any actual or potential improper conduct which compromises these aspirations.

One way for KJPI to detect and deal with improper conduct is through information provided by whistleblowers. Generally, a whistleblower is an insider of an organization (e.g., employee, consultant, or vendor) who reports improper conduct that has occurred within that same organization. In effort to encourage whistleblowers to come forward with information on any alleged improper conduct, the Whistleblower Protection Act 2010 provides safe avenues for them to make disclosures of such alleged improper conduct (whistleblowing) to the relevant authorities in good faith, by protecting their identities, providing them with immunity from civil and criminal proceedings and protecting them from detrimental action.

### **Disclosure of “improper conduct”**

Disclosure may be made to the company if it relates to an “improper conduct”, committed or about to be committed, involving:

- criminal offences by the company’s officers, employees and directors including fraud, corruption, or abuse of power;
- misuse of the company’s funds or assets;
- gross mismanagement within the company;
- breach of the company’s Code of Ethics by its officers and employees;
- breach of the company’s Vendor Code of Conduct by its vendors;
- failure to comply with the provisions of the laws administered by the company by any person;
- assisting a person to commit any of the above instances of improper conduct; and
- detrimental action taken against whistleblowers or persons closely associated with whistleblowers.

It is advisable for a potential whistleblower to consider whether the alleged improper conduct to be disclosed to the company falls within any of the above, prior to making the disclosure. The potential whistleblower should also consider whether the intended disclosure is specifically prohibited by any written law such as the Official Secrets Act 1972. In this regard, potential whistleblowers may wish to seek legal advice from a legal practitioner before making the disclosure to the company.

## **Protections given**

As a statutory body entrusted with regulatory, supervisory and enforcement powers, the company is committed to provide the whistleblower protections as outlined under the Whistleblower Protection Act 2010 and the laws administered by the company.

The following protections will be accorded to a whistleblower who makes a disclosure of improper conduct to the company in good faith:

- confidentiality of identity;
- immunity from civil and criminal liability for the disclosure made; and
- protection from detrimental action.

## **Exclusion from Protection**

Potential whistleblowers are also reminded that there may be instances wherein their protection would be revoked or excluded. The whistleblower protection does not extend to the following disclosures and will be revoked by the company pursuant to section 11 of the Whistleblower Protection Act 2010:

- where the disclosures of improper conduct which are -
  - frivolous or vexatious;
  - principally questioning the merits of government policy, including policy of a public body;
  - known to the whistleblower to be false or untrue; or
  - made solely or substantially to avoid dismissal or other disciplinary action;
- where the whistleblower has participated in the improper conduct so disclosed;
- where the whistleblower commits an offence under the Whistleblower Protection Act 2010; or
- where the disclosures of improper conduct which contain information specifically prohibited from being disclosed under any written law such as the Official Secrets Act 1972.

Any person who makes a disclosure of improper conduct to the company, knowing or believing that any material statements in the disclosure is false or untrue commits a criminal offence under the Whistleblower Protection Act 2010.

## **How to whistleblow?**

Any disclosure of improper conduct that concerns the Company must be made to any of the relevant Designated Person through the communication channels as set out in the table below:

| <b>Alleged Wrongdoer</b>   | <b>Designated Person</b>             | <b>Email Address</b>                                       | <b>Letter</b>   |
|--|--------------------------------------|--|---|
| Any member of the Company's Board of Directors   | Director, which excludes the accused | cker@kjpi.com.my;<br>cher@kjpi.com.my;<br>cjer@kjpi.com.my | Sealed letters with indicative labels such as "To be opened by [name of the Designated Person] only", addressed to -<br><br>["Name of Appropriate Designated Person"]<br>K.J. Precision Industries Sdn Bhd<br>MPJ160, LOT409, Jalan Abdul Rahman,<br>Parit Bakar, 84000 Muar, Johor |
| Any other person not specifically identified above, such as –<br>Company Staff;<br>Vendors and its staff | Board of Directors                   | speakup@kjpi.com.my  |   |

Whistleblowers are advised to make their disclosures in writing and to provide sufficient details which include the following:

- the type or description of improper conduct;
- the name of individuals who have committed or are involved in the improper conduct; and
- the 'how', 'what', and 'where' in relation to the improper conduct including supporting documents or evidence, if any.

Whistleblowers are encouraged to provide their identities or contact details to facilitate the company to clarify or obtain further information for purposes of further investigation into the improper conduct. Any person who selects to remain anonymous is advised that no whistleblower protection will be accorded and the company's ability to investigate the alleged improper conduct is limited to the extent of the contents of the report received by the company.

Whistleblowers will be informed by the Designated Person of the outcome of the investigation and action taken, if any, by the appropriate disciplinary authority or the other appropriate authority, the employer or the other appropriate person or the Public Prosecutor, as the case may be.



ER CHIN KOK  
MANAGING DIRECTOR  
12/6/2023