



TEAMSTAR BERHAD

REGISTRATION NO.: 202501005743 (1607157-X)

WHISTLEBLOWING POLICY

1. Purpose

The purpose of this Whistleblowing Policy is to encourage employees, contractors, and other stakeholders to report concerns about unethical or unlawful conduct within the organisation. The organisation is committed to ensuring that any individual who raises a concern in good faith will be protected from retaliation or victimisation.

2. Scope

This policy applies to all employees, directors, stakeholders and/or any other party with a business relationship with Teamstar Berhad and its subsidiaries ("the Group"). It covers any reportable misconduct or breaches of legal or ethical standards that may harm the organisation, its stakeholders, or the public. This policy also provide a transparent, clear and robust process and procedures for whistleblowing, and to enable Management to be informed at an early stage, permitting expeditious and appropriate action.

3. What to Report

Concerns should be raised about, but are not limited to, the following areas:

- Fraud, corruption, or bribery
- Criminal activity or illegal conduct
- Health and safety violations
- Environmental hazards or breaches
- Discrimination or harassment
- Breaches of company policies or codes of conduct
- Misuse of company resources or property
- Violations of regulations or laws
- Any conduct that may harm the reputation of the organisation

4. When to Report

Report should be made as soon as the matters stated above have been noted and supporting documents can be provided together.

5. Who can Report

All employees, directors and/or stakeholders can make a report.

6. How to Report

Concerns can be reported using any of the following channels:

- **Anonymous Reporting Hotline:** 012-478 8613
- **Email:** prasanthi@teamstar.com.my
- **Direct Report to Management:** Employees can also report directly to their immediate supervisor, the Human Resources department and/or Audit and Risk Management Committee (“ARMC”).
- **Suggestion box:** Employees can anonymously write a complaint and drop in to the suggestion box.

All reports should be made in good faith, with the understanding that the organisation will investigate the matter thoroughly.

7. Protection Against Retaliation

The organisation will not tolerate any retaliation or victimisation against any individual who raises a concern in good faith. Retaliation includes dismissal, disciplinary action, or any other form of adverse treatment.

If an individual believes they are being subjected to retaliation, they should report this immediately through the whistleblowing channels. The organisation will take appropriate steps to investigate and address the issue.

8. Confidentiality

Reports will be handled with the utmost confidentiality. Details of the report, as well as the identity of the individual making the report, will be disclosed only to those who need to know in order to conduct a proper investigation. In some cases, disclosure may be required by law, and individuals will be informed of this as appropriate.

9. Investigation Process

Once a concern is raised, the organisation will:

1. Acknowledge receipt of the concern within 2 working days.
2. Conduct an impartial and thorough investigation.
3. Keep the whistle-blower informed of the progress, where appropriate.(If not anonymous person)
4. Take appropriate action based on the findings of the investigation, which may include disciplinary action, changes in policies or procedures, or reporting to regulatory authorities, if necessary.

10. False or Malicious Reports

The organisation recognises that occasionally, individuals may raise concerns that are unfounded or made with malicious intent. Any false or malicious reports made in bad faith may result in disciplinary action, as this undermines the integrity of the reporting process.

11. Responsibility of Employees

Employees are encouraged to report any concerns they have about potential misconduct or wrongdoing. Everyone in the organisation has a responsibility to act with integrity and to ensure the organisation operates ethically and in compliance with the law.

12. Review of Policy

This Whistleblowing Policy will be reviewed annually by ARMC and internal auditor to ensure it remains effective and compliant with applicable laws and regulations. Any updates or changes to the policy will be communicated to all employees.

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