



**KIM HIN JOO (MALAYSIA) BERHAD**

Registration No. 197801000642 (37655-U)

**DIVERSITY**

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**POLICY**

## **DIVERSITY POLICY**

### **1.0 INTRODUCTION**

Kim Hin Joo (Malaysia) Berhad (the “**Company**”) and its subsidiaries (collectively, “**KHJ Group**”) believe in diversity and value the benefits that diversity can bring to its board of directors (“**the Board**”) and workforce of the Group. Diversity in this context refers to age, gender, ethnicity, nationality, sexual orientation, cultural background, religious belief and social-economic status. Diversity also encompasses the way people differ in terms of education, life experience, job function, work experience, personality, location, marital status and career responsibilities.

Diversity promotes the inclusion of different perspective and ideas, mitigates against groupthink and ensures that KHJ Group has the opportunity to benefit from all available talent. The promotion of a diverse Board makes prudent business sense and makes for better corporate governance.

### **2.0 OBJECTIVES**

This Diversity Policy provides a framework for KHJ Group to achieve:

- a) a diverse Board and skilled workforce, leading to continuous improvement in service delivery and achievement of corporate goals;
- b) a workplace culture characterised by inclusive practices and behaviours for the benefit of all stakeholders;
- c) improved employment and career development opportunities for women;
- d) a work environment that values and utilises the contributions of employees with diverse backgrounds, experiences and perspectives through improved awareness of the benefits of workforce diversity and successful management of diversity; and
- e) awareness in all staff of their rights and responsibilities with regards to fairness, equality and respect for all aspects of diversity.

KHJ Group seeks to maintain a Board comprised of talented and dedicated directors with a diverse mix of expertise, experience, skills and backgrounds. The skills and backgrounds collectively represented on the Board should reflect the diverse nature of the business environment in which KHJ Group operates.

### **3.0 RESPONSIBILITIES**

#### **3.1 The Board’s commitment**

The Board is committed to workplace diversity, with a particular focus on supporting the representation of women in the composition of Board and Management of the Company.

The Board, assisted by management, is responsible for developing strategies to meet the objectives of the Diversity Policy, and monitoring the progress of achieving the objectives through the measures, monitoring and reviewing mechanisms as listed in section 4 and 5 below.

The Board, through the Nomination Committee (“NC”), will conduct all Board appointment process in a manner that promotes diversity and in particular gender diversity. Where possible, and the appropriate candidates identified, the Board shall ensure that women candidates are recruited as Board Members and the Senior Management Positions to meet the objectives of boardroom diversity as recommended under Malaysian Code on Corporate Governance 2017 (“MCCG”). The Board has set a policy that at least one member of the Board will be of female gender.

### **3.2 Strategies**

The Group’s diversity strategies include:

- a) recruiting from a diverse pool of candidates;
- b) reviewing succession plans to ensure an appropriate focus on diversity;
- c) identifying specific factors to take into account the recruitment and selection processes to encourage diversity;
- d) developing programs to develop a broader pool of skilled and experienced senior management and board candidates, including, workplace development programs, mentoring programs and targeted training and development; and
- e) any other strategies the Board develops from time to time.

### **4.0 MEASURES**

To pursue the objectives of diversity, the Board would take into consideration the following measures:

- a) The NC is responsible in ensuring that diversity objectives in particular gender diversity are adopted in Board recruitment and succession planning processes.
- b) The NC will shortlist the potential candidates based on the skills, knowledge, expertise and experience, gender, age, geographical, professionalism, integrity, and independence of its directors in light of the needs of the Board.
- c) The Company shall adopt a more accommodating boardroom culture and environment that is free from harassments and discriminations, in order to attract and retain women participation on the Board and Management of the Company.
- d) To avoid mismatch and ineffective appointment of the female Directors, the Company’s policy is at least one member of the Board shall be of the female gender and will actively work towards having more female Directors on the Board

KHJ Group is committed to a merit-based system for Board composition within a diverse and inclusive culture which solicits multiple perspectives and views and is free of conscious or unconscious bias and discrimination. When assessing Board composition or identifying suitable candidates for appointment or re-election to the Board, KHJ Group will consider candidates on merit against objective criteria having due regard to the benefits of diversity and the needs of the Board.

### **5.0 MONITORING, REVIEW AND REVISION TO THE POLICY**

The NC will review the scope and applicability of this Policy and assess its effectiveness in promoting a diverse Board which includes an appropriate number of women directors. Any

revision to the Policy as recommended by the NC will be submitted to the Board for consideration and approval.

*This Diversity Policy has been approved and adopted by the Board on 31 December 2019.*