



**SCIENTEX PACKAGING (AYER KEROH) BERHAD**  
(Formerly known as DAIBOCHI BERHAD)

## **SAFETY AND HEALTH POLICY**

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## **BACKGROUND**

Scientex Packaging (Ayer Keroh) Berhad (formerly known as Daibochi Berhad) group of companies (“SPAK”) have a commitment to prioritise safety and health at our workplace and at all our premises (“SPAK Premises”). To this extent, we strive to integrate such commitments into our daily business operations and conduct. We stay true at protecting the safety and health of our employees, suppliers, contractors, customers, visitors to SPAK Premises and the general public, as well as our objective towards an accident-free workplace.

## **OBJECTIVES & SCOPE**

This Policy is developed in recognition of all laws, rules, regulations and guidelines pertaining to safety and health related matters local to our strategic areas of operations. This may include, but not limited to the Occupational Safety and Health Act 1994 of Malaysia and other occupational safety and health related laws in countries which we operate in.

This Policy seeks to ensure full cooperation from all employees and stakeholders of SPAK to always preserve general safety and health precautions at any SPAK Premises and to understand and execute contingency actions in response to possible emergency and adverse impacts, if any. The information and scope set forth in this Policy are applicable to all areas of SPAK’s operations but does not purport to act as a substitute for special operation manuals used in certain entities or departments to meet specific situations.

## **COMMITMENT TO SAFETY AND HEALTH**

In consideration of the occupational safety and health risks, SPAK places high emphasis on the well-being and safety of its employees and stakeholders. The purpose of this Policy is to provide employees and stakeholders with general guidelines for implementing a safety and health program. SPAK shall actively engage with its employees and stakeholders to work collaboratively to prevent all types of accidents and health hazards in the course of performance of duties as well as to ensure safe and healthy workplaces through the following elements:

### **A. Compliance and Governance of Safety and Health**

To identify and reduce safety and health risks associated with our operations to the lowest possible levels. By and large, SPAK seeks to develop achievable safety and health goals and objectives, as well as monitor and evaluate our progress to ensure quality growth. Towards this commitment, SPAK is to ensure full compliance with all relevant safety and health laws and regulations, and if none exists, conduct ourselves based on applicable responsible standards or guidelines.

## **B. SPAK OSHA Committee**

The OSHA Committee is responsible for managing all safety and health matters in a visible and positive manner therefore providing a platform for enabling safe and healthy working environment for all parties. Likewise, the Committee shall ensure that appropriate control frameworks are implemented to take a comprehensive and coordinated approach towards safety and health management.

## **C. Prevention**

To provide a systematic approach towards mitigating and addressing safety and health risks and to implement policies, rules and regulations and processes that seeks to prevent any occurrence that may have adverse safety and health impacts.

## **D. Protection and Control**

To ensure that the system for the control of hazards will be properly maintained and includes control procedures, use of alternatives that are less hazardous, use of personal protective equipment and administrative procedures.

## **E. Emergency Preparedness and Response**

To identify circumstances which require advance preparation and immediate action, develop and maintain contingency plans and procedures to address these circumstances, provide and communicate appropriate action plans in response to fire, medical, first aid, radiation, chemical, violence, biohazard, adverse weather and other incidents that may require advance preparation and timely responses.

## **F. Education, Promotion and Training**

To promote safety and health awareness among our employees and other third parties (suppliers, contractors, customers, visitors to SPAK Premises) through orientation programs and scheduled education and training sessions, as and when appropriate.

## ***MONITORING***

SPAK intends for employees and third parties to comply with this Policy whilst on SPAK Premises. SPAK will also ensure to closely monitor and regulate all safety and health developments for continuous improvement.

### ***REPORTING OF VIOLATION***

All parties are encouraged and expected to report incidents of non-compliance. Any violations of this Policy may be reported to the superior or Head of Department or any other suitable Management representatives of SPAK. For anyone reporting a violation, the individual shall, to the extent legally permissible, have the right to remain anonymous.

Alternatively, serious violations may also be reported via SPAK's whistleblowing procedures where any party can submit reports confidentially and anonymously, where legally permitted. SPAK has a non-retaliatory Whistleblowing Policy and assures that there are no adverse consequences for any party who, in good faith, alerts Management of possible violations of this Policy.

### ***COMMUNICATION***

This Policy is available for access on SPAK's website.

### ***GUIDANCE AND ASSISTANCE***

If there are any questions or uncertainties regarding this Policy, please contact the superior or the relevant Head of Departments for further guidance and consultation. Alternatively, you may also contact representatives of the OSHA Committee, if necessary.

### ***REVIEW OF POLICY***

This Policy can be modified and amended by the Board of Directors of SPAK ("Board") from time to time as it deems necessary. Modifications and amendments may be initiated as necessary in order to ensure compliance with laws and regulations and/ or to accommodate organisational and business developments within SPAK. The Policy shall be made effective upon the approval of the Board and after the same is made publicly available.

This Safety and Health Policy has been approved by the Board on 22 June 2021 and updated with the new name of the Company with effect from 30 December 2021.