

## CODE OF BUSINESS ETHICS (COBE) POLICY

COBE emphasises on the principles of good discipline, good conduct, and the adoption and application of values that are critical to the success and well-being of Sarawak Metro Sdn Bhd ("SMSB") to create a sustainable business environment with its stakeholders, employees and business partners. This COBE provides for the following:

1. SMSB shall treat its employees with respect, fairness and equality and undertakes to maintain a safe workplace for the employees. SMSB does not tolerate any type of harassment, threat and violence whether verbal, physical or visual at the workplace. SMSB also expects its employees to adhere with the internal guidelines and to demonstrate the highest levels of professionalism.
2. SMSB undertakes to deliver value, quality and timely services to its stakeholders and shareholders in a professional manner.
3. To achieve zero-tolerance towards corruption with a top-down approach.
4. SMSB shall uphold integrity and honesty in all actions and dealings with its business partners.
5. Dealings with government and public officials including coordination of Corporate Social Responsibility (CSR) programmes shall be conducted and managed in a transparent manner.
6. SMSB and its employees undertake to protect its assets and properties at all times, and utilise the same in the best interest of the organisation.
7. SMSB values the importance and sensitivity of personal data and shall undertake to comply with the requirements under Personal Data Protection Act 2010.
8. SMSB operates and makes business decisions based on the best interests of SMSB that is free from actual or potential conflicts of interest.
9. SMSB views money laundering as a serious offence and undertakes to ensure that due diligence checks are administered on any prospective third party that conducts business with SMSB.
10. Effective whistle-blowing platform and management system for employees, customers, business partners and public to channel their complaints or concerns about integrity issues in SMSB's operations.



**TS. MAZLI BIN MUSTAFFA**

Chief Executive Officer

Sarawak Metro Sdn Bhd