



# PLUS MALAYSIA BERHAD HUMAN RIGHTS POLICY



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## WE ARE HERE FOR YOU

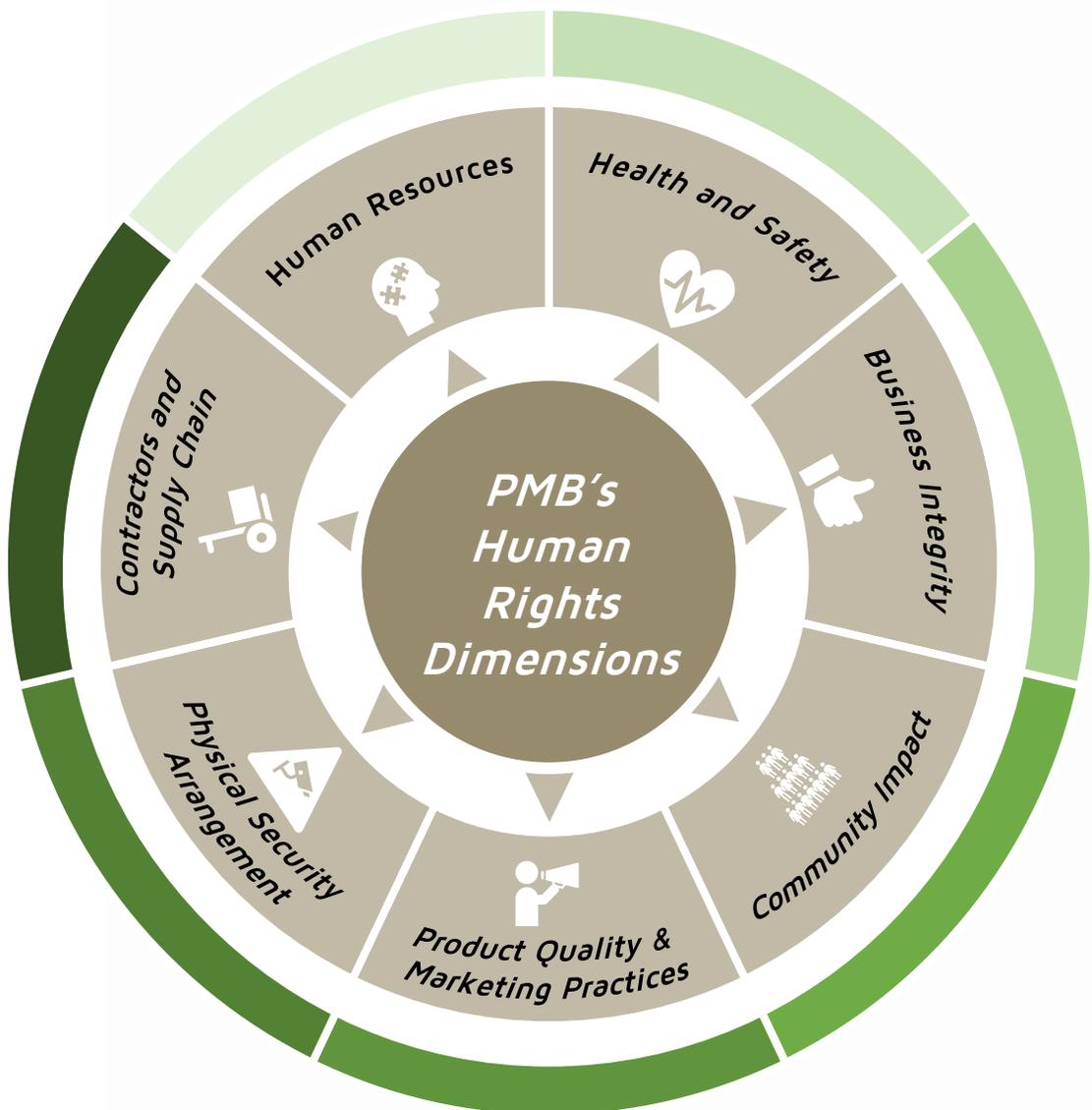


# PMB'S COMMITMENT TO UPHOLD HUMAN RIGHTS

## PURPOSE

Our mission at PLUS Malaysia Berhad (PMB) is to connect communities to shape a safe and sustainable future. To achieve this, we are committed to conduct our business and operations in an environmentally conscious and socially responsible manner, while upholding good governance.

As a socially responsible organisation, we strive to consistently drive and uphold human rights principles, with an aim to integrate these principles across our ecosystem. Thus, we have developed this Human Rights Policy (hereinafter referred to as 'the Policy') conveying our human rights principles in line with the seven dimensions as depicted in the diagram below:



# PMB'S COMMITMENT TO UPHOLD HUMAN RIGHTS

## GUIDANCE AND REFERENCES

This Policy is developed taking guidance from the following, where applicable:

- 1 International good practice guidelines, which include United Nations (UN) International Bill of Human Rights and International Labour Organization's (ILO) Declaration on Fundamental Principles and Rights at Work
- 2 Local laws and regulatory requirements, which include the Malaysian Employment Act 1955.
- 3 Practices of local and international highway companies, government-linked companies and organisations renown for leading human rights practices
- 4 Expectations from PMB's key stakeholders, taking feedback from Human Rights Risk Assessments
- 5 Existing PMB policies, procedures and guidelines

## SCOPE OF APPLICABILITY



### PMB'S PERSONNEL

- This Policy applies to both PMB Board of Directors (executive and non-executive) and its employees (permanent and on contract), regardless of their position or role
- All personnel must comply with this Policy, other PMB policies, procedures, processes and all applicable laws in the course of employment



### PMB'S BUSINESS ASSOCIATES

- This Policy applies to PMB's business associates, which includes vendors, contractors, sub-contractors, consultants, agents, representatives, tenants and other intermediaries who are performing work or services, for and on behalf of PMB
- All personnel, regardless of their position or role, are responsible to communicate this Policy to their Business Associates



### ALL PARTIES ENGAGING WITH PMB

- This Policy applies to all parties that are currently engaged with PMB or have intentions to engage with PMB in the future
- PMB will use its influence in good faith to require the parties to understand and implement policies and procedures similar to that of PMB's



# 1. HUMAN RESOURCES

PMB's policy statement under this area are as follows:



## FORCED, BONDED AND CHILD LABOUR

We do not condone **forced, bonded and child labour** within our business and operations.



## DIVERSITY AND INCLUSION

We believe in **equitable** recruitment practices based on our business and operational requirements.

We continuously promote a **diverse workforce** and inculcate an **inclusive workplace**.



## ANTI-DISCRIMINATION

We seek to protect our personnel from **all forms of discrimination** (including those made against gender, race, ethnicity and physical ability) across our business and operations.



## HARASSMENT AND BULLYING

We do not tolerate any forms of **harassment and bullying**. We reserve the right to **protect our personnel from acts of harassment and bullying** carried out by other personnel, customers and all parties dealing with us.

We consider harassment as any unwanted conduct sexual or non-sexual in nature. Types of harassment include physical, verbal, and non-verbal harassment, i.e.:

- i. Physical harassment, e.g. touching an individual without consent, violent attacks such as hitting, pushing, destruction of individual's property, etc.
- ii. Verbal harassment, e.g. inappropriate, offensive or suggestive remarks, comments, jokes, sounds, etc.
- iii. Non-verbal/ gestural harassment, e.g. leering or ogling with suggestive overtones, etc.

We define bullying as any act that may lead to fear, intimidation, emotional, physical, or psychological harm. This may also include cyberbullying.



## FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

We recognise the right to **freedom of association and collective bargaining**.



## 1. HUMAN RESOURCES

PMB's policy statement under this area are as follows:



### GRIEVANCE MECHANISM

We strongly encourage reporting of cases of improper conduct (committed or about to be committed) without fear of retaliation or reprisal.

We believe in providing appropriate **grievance mechanisms** for our personnel, customers and parties we engage to work with, to voice out human rights concerns.



### TREATMENT OF MIGRANT WORKERS

We believe in fair **treatment of migrant workers**.



### WAGES, BENEFITS, WORKING HOURS, REST PERIODS AND LEAVE

We believe in providing **equitable wages and benefits** to our personnel, in accordance with applicable laws and regulations. This includes **appropriate length of working hours, rest periods and leaves**.

## 2. HEALTH AND SAFETY



PMB's policy statement under this area are as follows:



### ATTENTION TOWARDS VULNERABLE PERSONNEL

We are attentive towards the **needs of vulnerable personnel** and aspire to provide appropriate facilities and assistance. Vulnerable personnel may include pregnant or nursing mothers and persons with disability.



### FACILITIES EQUIPMENT AND WORKING ENVIRONMENT\*

We are committed to provide a **healthy and safe work environment** for our personnel, visitors and parties we engage to work with on our premises.



### HEALTH AND SAFETY TRAINING AND COMMUNICATION\*

We believe in providing adequate **health and safety training, communication and awareness** for our personnel, visitors and parties we engage to work with on our premises, with the aim to continuously build a sustainable health and safety culture.

*\*Please refer to PMB's HSSE Policy made available on the Company's website.*

### 3. PHYSICAL SECURITY ARRANGEMENTS

PMB's policy statement under this area are as follows:



#### POTENTIAL ABUSE OF POWER BY SECURITY PERSONNEL

We believe in implementing necessary measures to avoid unwarranted and/ or inappropriate **use of power by the security personnel**.

### 4. BUSINESS INTEGRITY

PMB's policy statement under this area are as follows:



#### ANTI-BRIBERY AND CORRUPTION

We adopt zero-tolerance on all forms of bribery and corruption. We shall continue to uphold our **anti-bribery and corruption** principles throughout our business and operations.

*\*Please refer to PMB's Anti-Bribery and Corruption (ABAC) Guide and organisational Anti-Corruption Plan made available on the Company's website*

### 5. COMMUNITY IMPACT

PMB's policy statement under this area are as follows:



#### COMMUNITY ENGAGEMENT AND CONSULTATION

We seek to nurture and develop communities living within our highway fenceline through **engagements and outreach programmes**.

We aspire to provide diverse, equitable and inclusive employment and business opportunities.



#### ENVIRONMENTAL IMPACT TOWARDS COMMUNITY

We aspire to create **positive environmental and socio-economic impact** for the communities where we operate.



#### ADVERSE IMPACT TOWARDS CULTURAL, SPIRITUAL AND RELIGIOUS LIFE AS WELL AS SENSITIVITY TOWARDS INDIGENOUS PEOPLE

We acknowledge and respect **diversity, culture, religion, sacred heritage** and values of people in communities where we operate, including respecting the sensitivity and rights of **Indigenous Peoples**.

## 6. CONTRACTORS AND SUPPLY CHAIN

PMB's policy statement under this area are as follows:



### PROMOTION OF HUMAN RIGHTS AND LABOUR STANDARDS

We aspire for all parties dealing with us and within **our supply chain ecosystem to uphold human rights and labor standards** in line with applicable laws and regulations in which they operate.

This may include, but not limited to following:

- i. Prohibit employment of children and forced/ bonded labour;
- ii. Fair treatment of migrant workers;
- iii. Fair remuneration and benefits of workers including, appropriate hours, rest periods and leaves;
- iv. Adequate grievance mechanisms and reporting channels to voice out concerns without fear of retaliation;
- v. Healthy and safe environment at workplace and premises;
- vi. Prohibit all forms of bribery and corruption;
- vii. Mitigate negative environmental and social impact;
- viii. Protect personal data; and
- ix. Market products and services ethically in a fair and equitable manner.

The parties engaged within our supply chain include vendors, contractors, sub-contractors, consultants, agents, representatives, tenants, and other intermediaries who are performing work or services, for and on behalf of PMB.

## 7. PRODUCT QUALITY AND MARKETING

PMB's policy statement under this area are as follows:



### PERSONAL DATA PRIVACY

We maintain effective control and classification over **personal data privacy** to preserve confidentiality and integrity of data throughout its lifecycle. We aim to ensure all data, digital and physical are secured and protected against internal and external threats.



### ETHICAL MARKETING, FAIR AND NON-DISCRIMINATORY SERVICES AND PRODUCT

We aim to market our products and services in a **fair and ethical manner** in accordance with relevant regulations and standards.

*Please refer to PMB's Information Security Policy and Guide (ISPG) for PMB Personnel and Third Party made available on the Company's website.*

## IMPLEMENTATION

We aspire to hold up good Human Rights practices and recognize that this is a continuous journey of improvement that we need to undertake together with all our partners in our ecosystem.

To achieve this, we aim to undertake appropriate measures to enhance awareness of human rights principles by conducting the following activities to ensure successful and sustained implementation of this Policy:



- Develop and implement adequate supporting human rights procedures and guidelines
- Conduct periodic reviews of PMB's Human Rights Policy, supporting procedures and guidelines



- Conduct regular Human Rights Risk Assessments and health checks to effectively identify and address high risk areas within our business and operations



- Periodic reporting on human rights activities through various external reports, e.g. Sustainability Report, as well as to our Board of Directors



- Continuous internal and external communication to raise awareness on the importance of upholding human rights principles, including capacity building

## GOVERNANCE, INTEGRITY AND SUSTAINABILITY



### How can we help you?

Describe your issues

You should always feel free to discuss questions regarding this Policy with your Manager, HOD, Head of Division, the Human Resource Relations Function or GIS.

However, should you require further clarification on this Policy, please contact GIS at [sustainability@plus.com.my](mailto:sustainability@plus.com.my) or directly contact with GIS team members.

PMB reserves the right to amend this Human Rights Policy at any time.