



ONE GASMATER SDN BHD 199701040621 (456121-K)

18, Jalan PJU 3/48, Sunway Damansara Technology Park, 47810 Petaling Jaya, Selangor Darul Ehsan, Malaysia. Tel : +603-7491 0202 Email: sales@onegasmaster.com http://www.onegasmaster.com

Title: WHISTLE BLOWING POLICY	Effective Date: 03 Aug 2023 Revision : 00
--	--

TABLE OF CONTENT

Page	Content
1	SCOPE OBJECTIVE DEFINITION
2	CONFIDENTIALITY REVOCATION OF POLICY WHISTLE BLOWING REQUIREMENTS
3	REPORTING PROCEDURES REVIEW OF THE POLICY

Title: WHISTLE BLOWING POLICY	Effective Date: 03 Aug 2023 Revision :00
--	---

WHISTLE BLOWING POLICY

One Gasmaster (“OGM” or “Company”) is fully committed to the principles of transparency, truthfulness, fairness and accountability and conduct themselves with a high standard of professionalism and integrity in the conduct of its business and/or activities.

Pursuant to the above, OGM has established “Whistleblowing Policy” for all employees of the Group and members of the public to raise concerns or disclose any improper conduct within the Group and to take appropriate action to resolve them effectively.

1. SCOPE

The scope of this Policy shall cover any acts of wrongdoings including illegal and/or unlawful; or in breach of any provisions as stipulated in OGM code of conduct and/or policy. This policy applies to all Directors and employees of the Group working with all levels and grades, business associates, shareholders and any third parties associated with the Group.

2. OBJECTIVE

The purposes of this Policy are:

- a. To enable management to be informed at an early stage about acts of misconduct.
- b. To ensure protection to individual who reports the concern or allegation in good faith in accordance with the procedures.
- c. To encourage and develop a culture of openness, accountability and integrity.

3. DEFINITION

An improper conduct is any act or omission, which if proven, will constitute an act of misconduct pursuant to the Company Code of Conduct and Ethics and/or a criminal offence under the relevant law in force, including but not limited to the following:-

Title: WHISTLE BLOWING POLICY	Effective Date: 03 Aug 2023 Revision :00
--	---

- a) Fraudulent case;
- b) Dishonesty, corruption, bribery, blackmail;
- c) Failure to comply with any legal/regulatory obligation;
- d) Breach of Policies, Procedures, law, rules and regulation;
- e) Abuse of Power;
- f) Sexual Harassment; and/or
- g) Or Other Acts of Wrong Doing.

4. CONFIDENTIALITY

OGM is committed to ensure that all disclosed information by the whistle blower including the identity of the whistle blower. All whistleblowing reports have to be made in good faith with reasonable belief that the information and allegation is true and not frivolously/maliciously and not for personal gain; otherwise, disciplinary action may be taken against a whistle blower.

5. REVOCATION OF POLICY

The protection and confidentiality shall be revoked by the Company if:

- a) The whistle blower participated in the wrongdoing; or
- b) The whistle blower is frivolous and vexatious; or
- c) The disclosure was made with the intention or motive to avoid dismissal or other disciplinary action against the whistle blower.

6. WHISTLE BLOWING REQUIREMENTS

The reports should be submitted with the following:-

- a) Details of the whistle blower
- b) Type of activity/product
- c) Details of suspected personnel involved
- d) Details of incident including date, time and location of the event
- e) Photo/Documentary evidence

Title: WHISTLE BLOWING POLICY	Effective Date: 03 Aug 2023 Revision :00
--	---

7. REPORTING PROCEDURES

Any concern raised should be reported to the Managing Director/General Manager:

By email: **STRICTLY CONFIDENTIAL**
Attention: Managing Director/General Manager
ivantan@onegasmaster/cat@onegasmaster.com

8. REVIEW OF THE POLICY

The Company will review this Whistle Blowing Policy from time to time to ensure its effectiveness and consistency with the governing legislation and regulatory requirements that it continues to remain relevant and appropriate.



ONE GASMATER SDN BHD 199701040621 (456121-K)

18, Jalan PJU 3/48, Sunway Damansara Technology Park, 47810 Petaling Jaya, Selangor Darul Ehsan, Malaysia. Tel : +603-7491 0202 Email: sales@onegasmaster.com <http://www.onegasmaster.com>

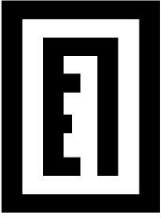
WHISTLEBLOWER REPORTING FORM

Kindly provide details for any suspected Misconduct and submit directly to :

By email: **STRICTLY CONFIDENTIAL**
Attention: Managing Director/General Manager
ivantan@onegasmaster.com/cat@onegasmaster.com

Please note that you may be called upon to assist in the investigation, if required.

<u>Whistleblower's Contact Information</u>	
Name:	
Contact Number:	
<u>Suspect's Information</u>	
Name:	
Functional Title:	
Division & Department (where applicable):	
Contact Number:	
<u>Witness(es) Information, if any</u>	
Name (1):	
Division & Department (where applicable):	
Contact Number:	
Name (2):	
Division & Department:	
Contact Number:	



ONE GASMATER SDN BHD 199701040621 (456121-K)

18, Jalan PJU 3/48, Sunway Damansara Technology Park, 47810 Petaling Jaya, Selangor Darul Ehsan, Malaysia. Tel : +603-7491 0202 Email: sales@onegasmaster.com <http://www.onegasmaster.com>

WHISTLE BLOWER REPORTING FORM

Complaint:

Briefly describe the Misconduct and how you know about it. Specify what, who, when, where and how. If there is more than one allegation, number each allegation and use as many pages as necessary.

1) What was the Misconduct which had occurred?

2) Who had committed the Misconduct?

3) When did it happen and when did you notice it?

4) Where did it happen?

5) Is there any evidence that you could provide?

6) Are there any other parties involved other than the suspect stated above?

7) Do you have any other details or information which would assist us in the investigation?

8) Any other comments

Signature	:		Date :	
WHISTLE BLOWER'S NAME	:			