



Whistle Blower Policy

Version 1.0



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Document Change History

Version	Date	Description
1.0	03/03/2022	New document created, reviewed and approved by Board of Directors

Whistle Blower Policy

Overview

Rexit Berhad and its subsidiaries is committed to the highest standard of responsibility and transparency and expect all our employees to conduct themselves with a high standard of professionalism, integrity and accountability in carrying out our businesses and operations.

As a listed entity in conformance to good governance, the Board of Directors have reviewed and approve this policy that will provide a reporting channel and guidance to all employees, clients, stakeholders and members of the public to raise concern on any unethical practices without any fear of victimisation or risk of reprisal.

The objective of this policy is to provide an avenue for employees, clients, stakeholders and members of the public who have information and voluntarily reports an activity that he or she considers to be inappropriate, unethical, illegal or dishonest as mentioned in the Scope.

Scope

The following list may not be exhaustive but it provides some indications as to what may be deemed to be activities that are considered as improper conduct which are detrimental to the organisation:

- 1) Any illegal or unlawful act whether criminal or breach in civil law;
- 2) Bribery or corruption;
- 3) Fraud, theft or embezzlement;
- 4) Abuse of Powers;
- 5) Bullying and harassment;
- 6) Conflict of Interest.

Glossary

Rexit – Rexit Berhad and all its subsidiaries.

Audiences of Document

The intended audience of this document are as follows:

Audience	Application of the Document
Board of Directors	The Board of Directors are responsible in reviewing and approving this policy and delegates the responsibility of overseeing the implementation of this policy to Senior Management.
Senior Management	To delegate the task to the appropriate senior officer appointed to handle the investigation under the strictest of confidence.
Employees, Clients, Stakeholders and Members of the Public	Rexit's employees (past or present), clients and any other stakeholders/persons providing services and/or having a business relationship with Rexit and members of the public has the right to whistle blow.
Senior Officer	A staff in a senior position assigned by Senior Management, whom they think competent at that time, to handle the investigation. To report the outcome directly to the CEO/ COO or the Chairman of the Audit & Risk Management Committee as the situation warrants.

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How to make a Disclosure

Whistle blowers who have reasonable ground to believe that an illegal, dishonest or unethical act was done by people in an authoritative position in the organisation may channel their disclosure (using the enclosed disclosure form) to the following dedicated email:

- Email to: whistleblowing@rexit.com
- Disclosure Form: [\(attached on the last page of this policy\)](#)

To facilitate an investigation into the alleged wrong doing, whistle blowers are requested to provide the following information in the email:

- Brief narration of the misconduct,
- date, time and location of the incidence,
- identity of the alleged wrong doer,
- particulars of witness / witnesses,
- supporting documentary evidence if available.

The whistle blower is encouraged to provide his/her personal details to enable the relevant parties conducting the investigation to contact the whistle blower for further information:

- Name; and
- Contact details (email or telephone number).

Any report that is anonymous without indicating the whistle blower's identity will not be entertained for any further investigation.

Handling Information Received

After receiving the report of any alleged wrongdoing, it will be investigated by a Senior Officer appointed by senior management and reporting the outcome of the investigation to the CEO/ COO or the Chairman of the Audit & Risk Management Committee as the situation warrants.

If the outcome results in a proven case of wrongdoing/ malpractice and confirms the allegations, disciplinary action shall be instituted against the related employee in accordance with the company's policy.

Protection to Whistle Blower

Whistle blowers would be accorded reasonable protection of confidentiality of identity to an extent reasonably practical.

Whistle blowers from within the organisation will be protected against any "detrimental actions" to be taken against them where such reports are made in good faith.

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Notification

Subject to legal constraints, the whistle blower and alleged wrong doer will be informed of the outcome of the investigation.

Anonymous Whistle Blower

Any whistle blower providing information on improper conduct in good faith is required to disclose his/her identity to the Company in order for the Company to provide the necessary protection to him/ her.

Anonymous disclosure will not be entertained.

End



STRICTLY PRIVATE & CONFIDENTIAL

WHISTLE BLOWING DISCLOSURE FORM

	Reference No.	
1.	INFORMATION OF ALLEGED WRONGDOER	
a.	Name of Alleged Wrongdoer	
b.	Designation	
c.	Company / Department	
d.	How do you know this person	
2.	DETAILS OF MISCONDUCT (you may use additional sheets if necessary)	
a.	Date/ Time/ Location of Incidence	
b.	Narration of Misconduct	
3.	SUPPORTING INFORMATION TO ASSIST INVESTIGATIONS (Please attach supporting evidence to substantiate your disclosure in assisting the investigation. You may use additional sheets if necessary)	
a.	Witness: Name Department	
b.	Supporting Evidence	
4.	REPORTING TO OTHER PARTIES	
a.	Have you raised concern to any other person/ department/ authority Yes No If yes, please state the person/ department/ authority the report was made/ lodged and insert the date of the report (You may attach a copy of the report) Date	
5	PARTICULARS OF WHISTLE BLOWER	
	Name	
	Designation/ Occupation	
	Contact No.	
	E-mail Address	
	Relationship with Rexit (if not an employee)	