



SHIPPING & LOGISTICS
MTT SHIPPING AND LOGISTICS SDN BHD
(Registration No.: 201901004019 (1313346-A))
(Incorporated in Malaysia under the Companies Act, 2016)

BOARD OF DIRECTORS MEETING

DATE: 23 March 2021

AGENDA ITEM NO: 7

EQUALITY & DIVERSITY POLICY

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Introduction

MTT Shipping and Logistics Sdn. Bhd. (“**MTTSL**”) and its subsidiaries (collectively referred to as “the Group”) is committed to encouraging diversity and inclusion in the workplace. Aiming to create a culture that values and respects each other’s differences, promote equality and diversity and encourage individuals to grow and develop in order to realise their full potential. Equality and diversity are closely tied to our core values of integrity, humility and excellence which are embedded into every facet of our business goals.

Definition

“**MTTSL**” or “**Company**” refers to MTT Shipping and Logistics Sdn. Bhd.

“**Board**” refers to the Board of Directors of MTT Shipping and Logistics Sdn. Bhd.

“**Group**” refers to The Company and its subsidiaries

“**Employee**” refers to any person under the employment of the Group, including but not limited to permanent, contractual, and temporary employment; and directors along with executives.

“**Management**” refers to the management team consisting of the Chairman, directors (including the Managing Director, non-Executive Directors and Executive Directors), controllers or officers of the Group or any persons who are concerned in the day-to-day management and operation of the affairs of the Group.

Overview

With a view to achieve a sustainable and balanced development, the Company sees increasing diversity at the Board level as an essential element to support the attainment of its strategic objectives and its sustainable development. In designing the Board’s composition, Board diversity has been considered from a number of aspects, including but not limited to gender, age, cultural and educational background, ethnicity, professional experience, skills, knowledge and length of service. All Board appointments will be based on meritocracy, and candidates will be considered against objective criteria, having due regard for the benefits of diversity on the Board.

The Company recognises the value of a diverse, inclusive and collaborative workplace culture, and is committed to create a fair and flexible working environment which promotes personal and professional growth. The Company aims to attract and retain people with diverse skills, experience and background to benefit from the capabilities of a diverse workforce across all work areas that affect its customers and local communities.

Procedures

In line with promoting diversity in the workplace, the Board has established the following procedures:

The Board

- I. Identifying potential candidates and balancing the mix of skills, expertise and industry experience, gender, age, ethnicity and backgrounds of Directors in the recruitment and selection process;
- II. Retaining Directors based on merit, in the context of skills, time commitment and experience in order for the effective functioning of the Board;

- III. The Remuneration and Nomination Committee “**RNC**” must consider the following responsibilities:
- a. Deliberate on the benefits of boardroom diversity, and appoint candidates based on merit and without prejudice, when reviewing the Board’s composition;
 - b. Consider the balance of skills, experience, independence, knowledge and the diversity of representation on the Board, as part of the annual performance evaluation on the effectiveness of the Board, Board Committees and individual Directors;
 - c. Implement this Policy and monitor progress towards the achievement of these objectives; and
 - d. Upon identifying the appropriate candidate to be appointed as Director or Board member, the NC will make its recommendations to the Board for approval.

Employees

- I. All persons, regardless of age, gender, ethnicity, cultural background or other personal factors, with appropriate experience and qualifications will be considered equally when recruiting new staff.
- II. Both male and female applicants for a position with appropriate experience and qualifications are considered equally in the recruitment and selection process.
- III. Remuneration levels of employees are set regardless of age, gender, ethnicity, cultural background or other personal factors without bias.
- IV. All decisions associated with career advancement, including promotions, transfers, and other assignments, will have to meet the Company's needs, and are determined based on skills, merit, contribution and potential regardless of age, gender, ethnicity, cultural background or other personal factors.

Training

All internal and external training opportunities will be based on needs regardless of age, gender, ethnicity, cultural background, or other personal factors.

Workplace Diversity Principles

The Company is committed to workplace diversity to ensure it values and respects differences, and that its workplace is fair, accessible, flexible and free from discrimination.

Promoting workplace diversity is everyone’s responsibility and includes:

- I. practising and promoting behaviour consistent with the Company’s Code of Conduct;
- II. respecting different ways of thinking and using its employees’ different perspectives to improve business outcomes;
- III. treating each other with respect and dignity;
- IV. providing a safe, secure and healthy workplace;
- V. making decisions genuinely based on equity and fairness;
- VI. valuing the diversity of people; and
- VII. taking appropriate action to eliminate discrimination.

Measurable Objectives

- I. Selection of candidates will be based on a range of diversity perspectives, including but not limited to gender, age, cultural and educational background, ethnicity, professional experience, skills, knowledge, and length of service. The ultimate decision will be based on merit, contribution and potential that the selected candidates will bring to the Board and its workforce.
- II. The Board shall review and assess the effectiveness of the Policy on an annual basis to ensure that the objectives of relevant legislations are met and remain effective for the Group. Any changes to this Policy shall be deliberated and approved by the Board.
- III. The Board will require the Managing Director and Director of Administration to annually review and report on the age, gender and ethnicity composition of the wider organisation.

Monitoring and Reporting

- I. The RNC will report annually, in the Annual Report, its activities which include the Board's composition having regard to the mix of skills, independence, and diversity (including gender and age) and monitor the implementation of this Policy.
- II. The Board will delegate to the Managing Director and Director of Administration to implement and monitor the objective of this Policy that is to promote a corporate culture which embraces gender, age and ethnicity diversity. The Director of Administration shall report annually on the effectiveness of implementing this Policy to the workplace and the Board.
- III. All employees are responsible to support and respect equality, workplace diversity, ethical practices, workplace safety and prevent unlawful discrimination and harassment.

Review of the Policy

The Group will undertake a comprehensive review of the Policy annually, in which the relevance and current status of the Policy's components will be assessed. The Group may also undertake revisions when new regulatory requirements are introduced and the revisions will be made publicly available as soon as possible.

Disclosure of this Policy

The Policy will be published on the Company's website for public information.

Approval

This policy was reviewed and approved by the Board of Directors on March 15, 2021.

Contact Point

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