



# **DXN HOLDINGS BHD.**

Registration No.: 199501033918 (363120-V)

## **OCCUPATIONAL SAFETY AND HEALTH POLICY**

VERSION : 1.0  
APPROVED BY : BOARD OF DIRECTORS  
APPROVAL DATE : 27<sup>TH</sup> JANUARY 2025  
EFFECTIVE DATE : 27<sup>TH</sup> JANUARY 2025  
POLICY OWNER : (i) SAFETY, HEALTH & ENVIRONMENT DEPARTMENT  
(ii) GROUP SUSTAINABILITY DEPARTMENT



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## 1. DEFINITION

For the purpose of this Policy, the following definitions and interpretations shall apply in this Policy: -

Associates	<p>An external party with whom the Group has established, or plans to establish some form of business relationship. This includes vendors, suppliers, contractors, sub-contractors, consultants, agents, outsourcing providers, representatives and other intermediaries who are performing work or services for or on behalf of the Group.</p> <p>Associate (in relation to a person) is defined in the MACC Act to mean the following: -</p> <ul style="list-style-type: none"> <li>(a) any person who is a nominee or an employee of such person;</li> <li>(b) any person who manages the affairs of such person;</li> <li>(c) any organisation of which such person, or any nominee of his, is a partner, or a person in charge or in control of, or has a controlling interest in, its business or affairs;</li> <li>(d) any corporation within the meaning of but not limited to the Companies Act 2016 [Act 777], of which such person, or any nominee of his, is a director or is in charge or in control of its business or affairs, or in which such person, alone or together with any nominee of his, has or have a controlling interest, or shares to the total value of not less than thirty per centum of the total issued capital of the corporation; or</li> <li>(e) the trustee of any trust, where:-             <ul style="list-style-type: none"> <li>(i) the trust has been created by such person; or</li> <li>(ii) the total value of the assets contributed by such person to the trust at any time, whether before or after the creation of the trust, amounts, at any time, to not less than twenty per centum of the total value of the assets of the trust.</li> </ul> </li> </ul> <p>Notwithstanding the above definitions, DXN distributors are independent distributors and the relationship between DXN and its independent distributors shall in no way fall within above definition of Associates.</p>
Board	Board of Directors of DXN
Company or DXN	DXN Holdings Bhd.
Directors	Directors of DXN including independent and non-independent directors and executive and non-executive directors.



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Employees	All individuals directly employed by DXN whether on a permanent, contractual or temporary basis.
GFD	Group Finance Department of DXN
GGRM	Group Governance and Risk Management Department of DXN
GHR	Group Human Resources of DXN
Group or DXN Group	DXN and subsidiaries, collectively
KSM	Key Senior Management of DXN. A person, who in the opinion of DXN, is one who generally holds highest level of management responsibility and decision-making authority within the Group and must include a person who is primarily responsible for the business operations of the Company's core business and principal subsidiaries. Essentially, KSM is a member of the C-Suite or persons as identified as KSM
Operational area PIC	Refers to the head of the operational area allocated responsibility for ensuring compliance with a specific obligation.
BRC	Board Risk Committee of DXN
Third Parties	Any individuals or organisation that an associate may come into contact with during engagement with DXN and includes actual and potential clients, customers, suppliers, vendors, business contacts, agents, advisors, government and public bodies including their advisors, representatives and officials.
OSH	Occupational Safety and Health
SHE Department	Safety, Health and Environment Department
OSH Officer	A competent person who responsible for ensuring compliance with occupational health and safety guidelines in the Group's workplace and operations.



## Occupational Safety and Health Policy

### 2. INTRODUCTION

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- 2.1 DXN Group is committed to maintaining an excellent safe and healthy working environment throughout all operations for all its employees and others who may be affected by its activities.
- 2.2 Through this policy, DXN Group will consistently ensure its Occupational Safety and Health (“OSH”) aspects are achieved in all of its operations.
- 2.3 Thus, DXN Group has developed this Occupational Safety and Health (“OSH”) (hereinafter referred to as ‘the Policy’) to uphold the occupational safety and health in DXN Group.

### 3. APPLICATION

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- 3.1 This Policy applies to DXN’s Board of Directors (Executive or Non-Executive) and all employees regardless of their positions or grade including permanent and contractual employees of the Group.
- 3.2 This Policy is also applicable to DXN’s external stakeholders including members, distributors, vendors, contractors, sub-contractors, suppliers, customers, clients, consultants, governments, and local communities. These stakeholders apply to contribute to DXN’s business contribution and supply chain.

### 4. ROLES AND RESPONSIBILITIES

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- 4.1 This Policy aims to maintain excellent safety and health practices in all of its operations and each employee has an important role in improving our safety and health performance.
- 4.2 While all employees should adhere to the policy’s obligations relevant to their position, certain individuals and groups have specific responsibilities that they are expected to undertake with respect to this Policy. These key responsibilities are outlined below:

<b>Role</b>	<b>Descriptions</b>
Top Management (Board of Directors/ Head of Departments/ Managers)	<ul style="list-style-type: none"><li>• Responsible for approval of this policy;</li><li>• Responsible for leading by example and ensuring adequate understanding of the Policy among their respective stakeholders.</li></ul>
Safety, Health and Environment (“SHE”) Department and Occupational Safety & Health (“OSH”) Officer	<ul style="list-style-type: none"><li>• Responsible for ensuring compliance with occupational health and safety guidelines in the Group’s workplace and operations;</li><li>• Assist and organize OSH programs and awareness;</li><li>• Identify and assess risks, risks and control measures for all operations and processes.</li></ul>



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Group Safety and Health Division Management	<ul style="list-style-type: none"><li>• Ensure that all management and operational practices align with OSH policies, incorporating safety protocols into daily operations and decision-making processes;</li><li>• Overall responsibility for the implementation of the Group's Occupational Safety &amp; Health program and management system, performance, targets, guidance and direction in respective operations;</li><li>• Ensure that necessary resources, including safety equipment, training programs, and personnel, are available and sufficient to support OSH policy compliance.</li></ul>
Employees	<ul style="list-style-type: none"><li>• Read, understand and comply with the policy;</li><li>• Promote and implement good health and safety practices.</li></ul>

## 5. SCOPE

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DXN Group will undertake the following measures to maintain a safe and healthy working environment:

- 5.1 Strive to ensure compliance with the Occupational Safety and Health Act, its regulations, and all relevant legislation and requirements, to the extent that is reasonably practicable;
- 5.2 Heighten the health and safety management system continuously to boost performance, prevent work-related injuries and illnesses, and ensure that all workplace stations are equipped with safe systems and comprehensive safety features;
- 5.3 Ensure effective communication of this Policy to all employees and affected parties while regularly and continuously conducting education, training, and awareness programmes on OSH for all concerned;
- 5.4 Maintain a regular review of safe operating procedures, safe work instructions, and emergency response and preparedness protocols. To ensure hazards and risks are identified, assessed, and controlled for OSH accidents and incidents to reduce and eliminate risks whenever possible;
- 5.5 Systematically review all current occupational safety and health policies and practices at regular intervals.

All levels of our employees, contractors, sub-contractors and suppliers must understand and comply with the aforementioned Occupational Safety and Health Policy at all times.



## **6. DISCLOSURE**

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- 6.1 Reporting and disclosures will be included in the Group's Sustainability Statement, Corporate Governance Report, and Corporate Governance Overview Statement in the Annual Report. Disclosures may include a summary of this Policy, a narrative of the Group's management of the material economic, environmental, and social risks and opportunities, and the progress of implementation of various sustainability initiatives towards achieving the Group's sustainability objectives.

## **7. POLICY GOVERNANCE**

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- 7.1 Any requirement for modifications and/or amendments shall be deliberated and any recommendation for revision shall be highlighted by the Executive Committee to the Board for approval.
- 7.2 This Policy shall be reviewed as and when necessary, in accordance with the needs of the Group by the Board in association with the Executive Committee and shall thereafter be shared with the stakeholders through the corporate website and other channels as appropriate.

## **8. KEY CONTACTS AND OTHER INFORMATION**

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- 8.1 The following are key contacts in respect of this Policy:
- Head of Department Safety, Health and Environment Department; and
  - Sustainability Manager, Group Sustainability Department.
- 8.2 If you have any concerns regarding specific breaches of this Policy, you can contact the above, or refer to the process for raising concerns regarding unethical business conduct, as set out in the Code of Conduct and Ethics and Whistleblowing Policy.