

Date: 1 October 2019

HARASSMENT POLICY

Harassment or intimidation of a client, staff person or guest because of that person's race, color, sex, religion, gender, age, national origin, disability or marital status is specifically prohibited and may be grounds for termination.

Harassment and intimidation includes abusive, foul or threatening language or behavior.

CWG Holdings Berhad and its subsidiaries are committed to maintaining a fair and equitable environment which is free from discrimination and/or harassment in line with its obligation under Malaysian Law. The Company will not tolerate discrimination against staff members, volunteers or agency clients.

Issues of discriminatory treatment, harassment, or intimidation on any of these bases should immediately be reported to the Group Managing Director or immediate superior and, if substantiated, prompt action will be taken.

Harassment on any basis (race, sex, age, disability, etc.) exists whenever:

- Submission to harassing conduct is made, either explicitly or implicitly, a term or condition of an individual's employment.
- Submission to or rejection of such conduct is used as the basis for an adverse employment decision affecting an individual.
- The conduct unreasonably interferes with an employee's work or creates an intimidating, hostile, or offensive work environment.

Obligation to report

In order to take appropriate corrective action, the company must be sufficiently aware of the harassment or related retaliation. Therefore, if you have experienced or witnessed harassment or related retaliation based on any of the protected categories stated above, you must promptly report such behavior to the Group Managing Director. Complaints may be made verbally or in writing.