



Whistleblowing

MISC is committed to the highest standard of integrity, openness and accountability in the conduct of its businesses and operations. It aspires to conduct its affairs in an ethical, responsible and transparent manner.

Recognising the above-mentioned values, MISC provides avenue for all employees of MISC and members of the public to disclose any improper conduct within MISC.

Employees can disclose any improper conduct (misconduct or criminal offence) through MISC's established internal channels. Such misconduct or criminal offence includes the following:

- Fraud;
- Bribery;
- Abuse of Power;
- Conflict of Interest;
- Theft or embezzlement;
- Misuse of Company's Property; and
- Non Compliance with Procedure.

The above list is not exhaustive and includes any act or omissions, which if proven, will constitute an act of misconduct under MISC's Code of Conduct and Business Ethics (CoBE) or any criminal offence under relevant legislations in force.

Protection to Whistleblower

A whistleblower will be accorded with protection of confidentiality of identity, to the extent reasonably practicable. In addition, an employee who whistleblows internally will also be protected against any adverse or detrimental actions for disclosing any improper conduct committed or about to be committed within MISC, to the extent reasonably practicable, provided that the disclosure is made in good faith. Such protection is accorded even if the investigation later reveals that the whistleblower is mistaken as to the facts and the rules and procedures involved.

Anonymous Whistleblower

Any employee or members of the public who wishes to make a report is not obliged to disclose his identity and may remain anonymous.

Click here for [MISC Whistleblowing Policy](#)

*When in doubt please consult your superior or HR or Compliance Department
(email to compliance@miscbhd.com)*

Process of Making Disclosure



Whistleblowing Channels

The whistleblowing channels are as follows:



Email to whistleblow@miscbhd.com



Whistleblowing **e-Form**



Hotline at **+603-2264 0807** from Monday to Friday during office hours
(9am to 5pm)

Tips for Making an effective Whistleblowing Submission

Please be specific. Tell us:

- Are you an employee? Vendor? Other relationships?
- What is the issue you wish to raise?
- When and where did it occur?
- How many times did it occur? How long has this been going on for?
- Is it currently still happening?
- Who is engaged in this issue?
- Has the issue been reported before? If so, to whom?
- How did you become aware of this behaviour?
- What action would you like to see taken?

Remember:

- Do not use the whistleblowing channels to report events presenting an immediate threat to life or property as this service may not provide an immediate response. For emergency assistance, please contact your public emergency services.
- The more details you can provide, the more likely an investigation will be successful.
- If you are calling the Whistleblowing Hotline, be sure to clearly state your phone number at the end of your message before ending the call.