



**HAP SENG PLANTATIONS HOLDINGS BERHAD** 200701011957 (769962-K)

**OCCUPATIONAL SAFETY AND HEALTH POLICY (“OSH POLICY”)**

**Hap Seng Plantations Holdings Berhad (“HSPHB”)** is committed, as far as is reasonable and practicable, to promoting and ensuring a harmonious, safe and healthy work environment for all its employees and business partners including contractors, suppliers, trading, outgrower, smallholders and joint venture partners.

HSPHB will strive to achieve this by following key commitments: -

- i) Comply with all the laws and regulations pertaining to Occupational Safety & Health Act 1994, along with its relevant regulations, orders, industry codes of practice (ICOP), guidelines, directive letters and amendments.
- ii) Enforce Safe Operating Procedures (“SOPs”) and keep proper documentation of these SOPs for the workplace.
- iii) Ensure equipments are in good working condition through regular maintenance and inspection, to operate plants and machineries within specified safety criteria, and putting up safety signboard at the workplace.
- iv) Ensure employees and third parties are adequately trained in their jobs with emphasis on necessary safety and health information, safe handling of tools and equipment and adhere to the “SAFETY FIRST” with strict compliance to the SOPs.
- v) Ensure employees and third parties wear proper personal protective equipment (“PPE”) at the workplace, when required.
- vi) Conduct routine inspections of employees' housing to ensure a tidy and hygienic environment and clean drinking water supply.
- vii) Critically review the SOPs, Emergency Response Plans (“ERP”) and conduct Hazard Identification, Risk Assessment and Risk Control (“HIRARC”) at regular intervals with the aim of eliminating or avoiding future recurrence of accidents, dangerous occurrences, occupational poisoning and/or occupational diseases in the workplace (“Workplace Accidents”).
- viii) Disseminate and communicate the SOPs and ERP for Workplace Accidents prevention and mitigation measures to employees and third parties who might be affected by HSPHB’s operations.
- ix) Review at regular intervals all occupational safety and health policies and practices, and management system with the aim of continuous improvement to be in line with the latest industry standards.
- x) Ensure Safety and Health Committee(s) are established at the workplace with clear lines of authority of persons reporting matters to the Safety and Health Committee or HSPHB, and to provide consultation and participation of employees for all safety and health matters in workplace.

- xi) Ensure any matters regarded as unsafe or a risk to the health of the employees and third parties which are brought to the attention of the Safety and Health Committee(s) and/or HSPHB, are investigated and that active steps are taken to resolve such matters.
- xii) Assign and adequately resourcing competent person(s) to be responsible for safety and health compliance, including being appointed as the Safety and Health Officer(s) or Safety and Health Coordinator(s) where required, rendering of advice and guidance.
- xiii) Ensure the required certificates and/or approvals are obtained and maintained where required by the relevant authorities.
- xiv) Ensure that any matters regarding Workplace Accidents that have occurred or are likely to occur in workplace are promptly notified to the responsible person(s) within HSPHB and the appropriate authorities.
- xv) Communicate the safety and health policies and practices both internally and externally, where necessary; and
- xvi) Ensure that the results of any audits, reviews on safety and health risk assessment, and risk controls are reported to HSPHB.

Every employee, external provider and business associates of HSPHB should understand and accept that safety is crucial to business continuity and everyone should be responsible for preventing any incidents from occurring and reoccurring. By upholding these key principles, we ensure a safe and healthy workplace for all.



**Au Yong Siew Fah**  
*Chief Executive – Group Plantations*

1 August 2025

**Date**