

# **ASTRO MALAYSIA HOLDINGS BERHAD**

Incorporated in Malaysia  
(Company No. 201101004392 (932533-V))



## **WHISTLEBLOWING POLICY & PROCEDURES**

As at 23 September 2022

# AMH GROUP WHISTLEBLOWING POLICY & PROCEDURES

(Approved on 23 September 2022)

Any employee or member of the public who has knowledge or aware of any improper conduct committed or about to be committed within AMH Group is encouraged to make disclosure to ANY of the following reporting channels, in strict confidential manner:

## REPORTING CHANNELS

Email to [whistleblowingline@astro.com.my](mailto:whistleblowingline@astro.com.my):

WhatsApp or call 019-6002258 from Monday to Friday during office hours (9am to 6pm)

In writing to:

Audit & Risk Committee Chairman  
c/o Corporate Secretarial Department 3rd Floor Administration Building  
All Asia Broadcast Centre Technology Park Malaysia Lebuhraya Puchong - Sungai Besi, Bukit Jalil 57000 Kuala Lumpur, Malaysia

OR

Vice President, Group Corporate Assurance Corporate Assurance Division  
Level 1, Astro Group Services Sdn Bhd All Asia Broadcast Centre Technology Park Malaysia Lebuhraya Puchong - Sungai Besi, Bukit Jalil 57000 Kuala Lumpur, Malaysia

## DISCLOSURE OF IDENTITY

In order to enable the Company to accord the Whistleblower with the necessary protection under the Policy and also to obtain more details pertaining to the disclosure, the Whistleblower is required to disclose his/her personal details as follows:

- Name
- NRIC No:
- Contact details

These personal details will be kept confidential

## SCOPE OF REPORTING

Any improper conduct including but NOT limited to the following:

- commission of a criminal offence
- breach of the Group's core values or key principles such as those outlined in the Code of Business Ethics
- non-compliance of the ABAC Programme and relevant policies/SOP/guidelines including, but not limited to, facilitation payment, gifts, hospitality, sponsorship, charitable and political contributions.
- breach of any statutory requirements or failure to comply with a legal obligation
- financial irregularity
- endangering health and safety or the environment
- unethical behaviour
- deliberate failure to conduct business and operations in the Group or on behalf of the Group in a manner that results in the assets of the Group being at risk
- deliberate concealment of information on any of the above matters.
- Any other action that would cause significant harm to the Company or to any person(s).

## REQUIREMENT OF GOOD FAITH

Only genuine concerns should be disclosed. Since an allegation of Improper Conduct may result in serious personal repercussions for the person that has allegedly committed an Improper Conduct, any employee who intends to lodge any report of Improper Conduct shall ensure that the report of Improper Conduct is made in good faith, for the best interest of the Company and not for personal gain or motivation.

If the investigation later revealed that the disclosure was made with malicious intent, appropriate action can be taken against the Whistleblower.

## ANONYMOUS ALLEGATION

Anonymous reports are not encouraged as any follow up to ascertain the facts or to obtain further information for investigation purposes would be very difficult.

Although the Company is not expected to address any anonymous allegations, the Company may, however, consider investigating an anonymous allegation after having considered the following:

- the seriousness of the concern;
- the credibility of the concern; and
- the likelihood of confirming the concern from credible sources.

The Company reserves its right to investigate into any Improper Conduct report at its sole discretion.

## CONTENT OF DISCLOSURE

Any disclosure made herein should contain the following information:

- Details of the person(s) involved
- Details of the allegation (Nature and when & where misconduct/wrongdoing took place
- Other relevant information
- Any supporting evidence, if available

## PROTECTION ACCORDED TO THE WHISTLEBLOWER

A Whistleblower will be accorded with protection under the Policy provided that the disclosure is made in good faith.

The protection to the Whistleblower; can be revoked under the following circumstances, amongst others:

- Whistleblower participated in the improper conduct
- The whistleblower will disclose false statement
- Disclosure is made with malicious intent
- Disclosure is frivolous or vexatious

## CONFIDENTIALITY

- All Improper Conduct Report will be treated as confidential and sensitive, in particular, the identity of the Whistleblower.
- If a situation arises where it will be necessary to disclose the identity of the Whistleblower, the Vice President of Corporate Assurance shall inform the Whistleblower that his/her identity is likely to be disclosed and to obtain his/her consent and if the investigation can be further pursued.
- Anonymity however cannot be respected if the identity of the Whistleblower is required by law to be disclosed.