



HUMAN RIGHTS AND LABOUR STANDARDS POLICY

1.0 Introduction

QL Resources Berhad (“**QL**” or the “**Company**”) and its subsidiaries (the “**Group**”) support and respect the protection of internationally recognised human rights.

This Policy embodies QL’s commitment to conducting our business in a manner that respects the rights and dignity of all people, complying with all applicable regulations and laws.

The Group strives to work towards ensuring that basic rights inherent to all human beings are upheld across the businesses within the Group, across the value chain and within the communities in which the Group operates.

This Policy was developed with guidance from the following:

- i. International good practice guidelines, which include the UN Guiding Principles on Business and Human Rights, United Nations (UN) International Bill of Human Rights and the International Labour Organization’s (ILO), Declaration on Fundamental Principles and Rights at Work.
- ii. Local laws and regulatory requirements, which include the Malaysian Employment Act 1955.
- iii. Practices of local and international companies and organisations renowned for leading human rights practices.
- iv. Expectations from QL’s key stakeholders, taking feedback from Human Rights Risk Assessments
- v. Existing QL’s policies, procedures and guidelines.

2.0 Scope

This Policy is applicable to:

- i. QL’s Personnel
 - This Policy applies to both QL Board of Directors (Executive and Non-Executive) and its employees (Permanent and on contract), regardless of their position or role.
 - All personnel must comply with this Policy, other QL policies, procedures, processes and all applicable laws in the course of employment.
- ii. QL’s Business Associates
 - This Policy applies to QL’s business associates, which include suppliers, vendors, contractors, sub-contractors, consultants, agents, representatives and other intermediaries who are performing work or services, for and on behalf of QL.
 - All personnel, regardless of their position or role, are responsible for communicating this Policy to their Business Associates.



3.0 The Group's Stance on Human Rights and Labour Standards

Non-Discrimination

We strive to embrace equal opportunities at the workplace. We believe everyone should be treated with respect and dignity regardless of their background. We are committed to the elimination of discrimination with respect to employment and occupation.

We aim to treat all women and men fairly at work and to respect and support human rights and non-discrimination. Equal opportunity will be given to all women and men in terms of employment, career advancement, promotion, training, education, professional development, job roles, remuneration and benefits packages.

We acknowledge indigenous peoples' rights to political status, social and cultural practices such as health, education, employment, housing, sanitation, social security, standard of living, distinct language and beliefs, culture and heritage.

Workplace Safety and Health

Managing and maintaining a safe and healthy workplace is an integral part of our operations.

We strive to provide a safe and healthy workplace through internalisation, engagement and personal ownership of every employee, as well as management and leaders, are expected to demonstrate visible commitment through their behaviour.

We abide by and comply with applicable safety and health laws and regulations, including internal requirements.

We believe in providing adequate safety and health trainings, communication and awareness briefings for our personnel, visitors and business associates that we engage to work with on our premises, with the aim of continuously building a sustainable safety and health culture.

Workplace Security

We aspire to uphold a workplace for all employees that is free from any acts of physical coercion, violence or threats of violence, verbal, sexual or psychological harassment, bullying, intimidation, abuse or other harsh or inhumane treatment by either their managers or fellow employees.

Child Labour

We are dedicated to protecting the rights of children and will not use or tolerate the hiring of child labour under any circumstances. We abide by and strictly comply with international child labour conventions and child labour laws and regulations establishing a minimum age for employment in the countries in which we operate.



Forced or Involuntary Labour

All employment with QL Group is voluntary. We do not tolerate any form of forced or involuntary labour in any of our operations. These include bonded labour, slave labour, indentured labour or human trafficking.

Wages, Working Hours and Benefits

We shall ensure full compliance with all applicable laws and with respect to wage, work hours, overtime, and benefits laws.

We are committed to complying with local minimum wages and compensating employees competitively relative to the market and industry standards.

We shall ensure that our employees' work hours and overtime comply with all applicable laws and that they do not perform excessive work hours that breach the applicable laws.

We provide all employees with the right to sick leave and annual holidays as well as all leave types provided by the legislation in the countries where we operate.

Freedom of Association and Collective Bargaining

We respect our employees' right to join or not join a trade union or to have recognised employee representation in accordance with local law without fear of reprisal, harassment, intimidation or termination of employment.

4.0 Addressing Human Rights and Labour Standards Impact

We recognise that we must take steps to identify and address any human rights and labour standards infringements that we may be involved in, directly or indirectly through our business activities or our business relationships.

We understand that human rights and labour standards are an ongoing process, so we will continually evaluate and review how best to strengthen our approach to addressing human rights and labour standards. We are committed to engaging with our employees and business associates to identify the salient human rights issues pertaining to our company's activities and our business relationships.

As part of our business processes to comply with this policy, we will on an on-going basis conduct human rights and labour standards due diligence to assess and mitigate potential human rights and labour standards infringements. We are committed to acting on the findings of our due diligence, monitoring, and tracking of our actions.



5.0 Contractors and Supply Chain

We aspire for all parties dealing with us and within our supply chain ecosystem to uphold human rights and labour standards in line with the applicable laws and regulations in which we operate.

This may include but not limited to the following:

- i. Prohibit the employment of children and forced or bonded labour;
- ii. Fair treatment of migrant workers;
- iii. Fair remuneration and benefits for workers including, appropriate hours, rest periods and leaves;
- iv. Adequate grievance mechanisms and reporting channels to voice out concerns without fear of retaliation;
- v. Safe and healthy environment at the workplace and premises; and
- vi. Prohibit all forms of bribery and corruption.

6.0 Training, Education and Communication

We will provide all employees with training and on-going communication to raise awareness about this Policy. Additional training on human rights and labour standards practices will be provided specifically but not limited to the Human Resources Department, Managers and Heads of Business Units.

QL's human rights expectations are also communicated to our business associates via our Code of Business Ethics (Suppliers and Business Associates); as per the attached linked: <https://ql.com.my/corporate-governance/>

7.0 Compliance

QL's personnel and QL's business associates are expected to adhere to this Policy, Employee and Supplier Code of Conduct specifically with reference to the section on Workplace and Human Rights matters.

The Group expects all QL's personnel and QL's business associates to respect human rights and be alert to any evidence of human rights infringements in QL operations or in the operations of our suppliers and business partners.

Compliance with this Policy by the Group, QL's personnel and QL's business associates is mandatory.

Any violation of this Policy will be dealt with seriously by the Group and will lead to, but not limited to, review of contracts, employment, or appointments, disciplinary actions, dismissal, cessation of business relationship, and reporting to the authorities, consistent with relevant laws and regulations.



8.0. Reporting and Whistleblowing

As part of our commitment to ensuring that we uphold our Human Rights and Labour Standards stance, we have established various grievance mechanisms in the form of policies, processes and procedures in all of our business operations.

Our workplace grievance management policy enables employees to safely and confidentially disclose any instances of misconduct or breaches to the policy. All reported grievances will be investigated and appropriate actions will be taken. Line Managers, Departments Heads, Head of Business Units and Human Resources Department are jointly responsible for ensuring that the grievances raised are managed in accordance with the grievance management policy.

In addition, we have established a Whistleblower Policy that provides a mechanism for individuals, both internally and externally to report any actual and potential wrongdoings. These include the reporting and mitigation of issues and concerns about business-related human rights abuse, labour standards infringement and any violations of this policy.

All reports received are guaranteed anonymity and will be held in strict confidence.

QL also commits to remedying affected parties where it has been identified that it has caused or contributed to human rights impacts.

Reporting of concerns or suspected wrongdoings or violations can be made by:

- QL's employees, including employees on contract terms, temporary or short-term employees and employees on secondment, where applicable;
- people performing services for QL, including contractors and service providers; and
- members of the public.

All reporting and whistleblowing are to be made to the Prescribed Person(s), contact details can be found in the attached link:

<https://ql.com.my/wp-content/uploads/2023/03/Whistleblower-Policy.pdf>

9.0 Policy Review and Revision

This policy has been endorsed by the Board of Directors on 29 February 2024. It will undergo periodic reviews and revisions as part of our commitment to ensuring relevance, adequacy, and effectiveness by the Sustainability Working Group. The updated policy will then be communicated to all relevant stakeholders to ensure its effective implementation.