

SAFETY AND HEALTH POLICY

Mushtari Maintenance Services Sdn Bhd (MMSSB) considers the safety and health of its employees as vital to the continued well-being of its business. MMSSB recognises its duty to operate its activities in a way that do not create risk to safety and health of its employees or to members of the public.

The achievement of the aims of this policy will require continual improvement and sustained efforts by everybody concerned. All employees have personal responsibilities to eliminate risk and prevent injury or risk to safety and health to themselves and to anyone else that may be affected by their concern.

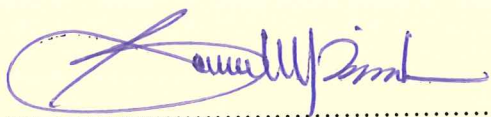
This Safety and Health Policy has been developed in accordance with the Occupational Safety and Health Act 1994 (Act 514).

In short, MMSSB is fully committed to customers' safety rules, ensuring regulatory compliance and continually improve the effectiveness of the Safety and Health MS.

This policy shall be achieved through the following strategies:

- Devoting a continuous effort to accident prevention through training.
- Assigning clear to all employees (regardless of level) safety and health responsibility and as a fundamental part of their duties.
- Comply with the applicable statutory regulations, company procedures and standard and client requirements.
- Provide framework for setting, reviewing and monitoring of safety and health target and objectives.
- Communicate this policy to employees, contractors and make available to interested parties if so requested.

The success of this policy depends on the participation and cooperation of MMSSB employees and all personnel involved.



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Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn Bhd

1st January 2021
Revision 10.0

QUALITY POLICY

Mushtari Maintenance Services Sdn Bhd (MMSSB) considers the quality of workmanship of its employees as vital to the continued well-being of its business. MMSSB conduct and maintain operations in producing quality workmanship through proper planning and organisation of manpower and equipment to achieve quality objectives.

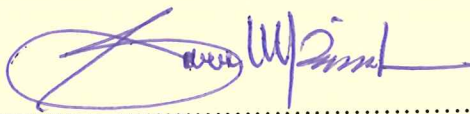
The strategic intent of this policy will require continual improvement and sustained efforts by everybody concerned. All employees have personal responsibilities to maintain quality workmanship onto themselves and to anyone else that may be affected by their concern.

In short, MMSSB is fully committed to customers' satisfaction, ensuring regulatory compliance and continually improve the effectiveness of the Quality MS.

This policy shall be achieved through the following strategies:

- Devoting a continuous effort to product satisfaction through training.
- Providing competent and effective quality controller and supervision.
- Assigning clear to all employees (regardless of level) quality awareness as a fundamental part of their duties.
- Comply with the applicable statutory regulations, company procedures and standard and client requirements.
- Provide framework for setting, reviewing and monitoring of quality target and objectives.
- Communicate this policy to employees, contractors and make available to interested parties if so requested.

The success of this policy depends on the participation and cooperation of MMSSB employees and all personnel involved.



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Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn Bhd

1st January 2021
Revision 10.0

ENVIRONMENT POLICY

Mushtari Maintenance Services Sdn Bhd (MMSSB) considers the pollution prevention to environment as vital to the continued well being of its business. MMSSB recognises its duty to operate its activities in a way that do not create risk of pollution to environment.

The achievement of the aims of this policy will require continual improvement and sustained efforts by everybody concerned. All employees have personal responsibilities to maintain and prevent environmental pollution.

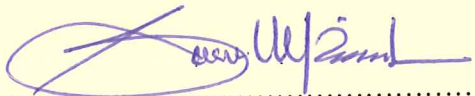
This Environment Policy has been developed in accordance with the Environmental Quality Act 1974 (Act 127) etc.

In short, MMSSB is fully committed to customers' regulations, ensuring regulatory compliance and continually improve the effectiveness of this Environment Policy.

This policy shall be achieved through the following strategies:

- Devoting continuous efforts to prevent pollution through training.
- Assigning all employees (regardless of level) clear environment awareness as a fundamental part of their duties.
- Reduce and prevent generation and disposal of waste materials that are known to pollute air, water, land and natural resources.
- Comply with the applicable statutory regulations, company procedures and standards, and client requirements.
- Provide framework for setting, reviewing and monitoring of environmental target and objectives.
- Communicate this policy to employees, contractors and make it available to interested parties, if so requested.

The success of this policy depends on the participation and cooperation of MMSSB employees and all personnel involved.



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Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn Bhd

1st January 2021
Revision 10.0

SUBSTANCE MISUSE POLICY

Mushtari Maintenance Services Sdn Bhd (MMSSB) is committed to give priority to Health, Safety and environment wherever the company operates. As the use of substance misuse can impair performance at work, and can be a threat to health, safety and environment, it is MMSSB' policy that all its operations be substance misuse free.

This policy covers self-use, manufacture, sale, possession and distribution of any illegal substance at work.

MMSSB encourages employees with alcohol or drug related problems to come forward for assistance and rehabilitation, failing which disciplinary action shall be taken if the employee is discovered to have such a problem.

In handling substance misuse problems, MMSSB shall adhere to the requirement of local legislation and industry codes of practice where such legislation and codes exist.

New employee will be examined by APPROVED medical practitioner and test results will be kept as reference and as a continued examination, all MMSSB employees are required to do a medical check-up by MMSSB-APPROVED medical practitioner as instructed. The positive result of the test will be determined by Senior Management as below:

1. Warning with 1 week suspension WITH report to Local Authority, or
2. Termination of employment.

We reserve the right AND the authority to:

1. Identify / suspect OUR employee behavior during their performance at the work place,
2. Request for substance misuses tests upon the employees at any time prior to their employment with us,
3. Search the employee belongings at any time as long as the employee works with MMSSB,
4. Give permission to Local Authority to identify, suspect and drug-test MMSSB employees,
5. Terminate any employee or sub-contractor from MMSSB premises and MMSSB work place if found or suspected involved in abuse or misuse of illegal substances and any other prohibited influences.

This policy MUST be strictly followed and practiced by all employees and contract staff of Mushtari Maintenance Services Sdn Bhd.



Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn Bhd

1st January 2021
Revision 6.0



ANTI-BRIBERY AND CORRUPTION POLICY

Mushtari Maintenance Services Sdn Bhd (MMSSB) is committed to take a zero-tolerance approach to bribery and corruption, and we are committed to conducting our business in an honest and ethical manner.

“DOING THE RIGHT THING”

This policy applies to all individuals working at all levels and grades, including senior managers, officers, directors, employees (whether permanent, fixed-termed or temporary), consultants, contractors, seconded staff, homeworkers, casual workers and agency staff, agents, channel partners or any other person associated with us, and/or any of our subsidiaries or their employees, wherever located (collectively referred to as "Workers" in this policy).

We have adopted this policy to communicate this message and to assist those working for us to uphold it.

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Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn Bhd

1st January 2021
Revision 1.0



CORPORATE SOCIAL RESPONSIBILITY POLICY

MMSSB CSR POLICY STATEMENT

Mushtari Maintenance Services Sdn Bhd (MMSSB) is a caring corporate citizen and we aspire to operate our business in an ethical manner where we will respect and enhance the value of our community, employees and customers, wherever we operate.

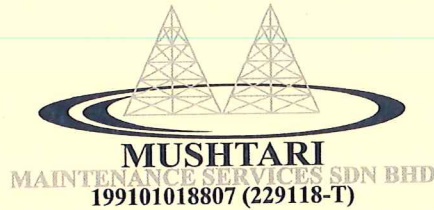
MMSSB CSR OBJECTIVES

MMSSB adheres to these objectives when it comes to carrying out our CSR activities:

- Reinforce goodwill and relations by exhibiting our responsible attitude towards the community to help sustain our business existence;
- Motivate and provide avenues for employees to proactively realize the MMSSB's core corporate values, known as CENT² RIC:
 - Customer Satisfaction
 - Employees' Welfare
 - Community Engagement / Neighborly Activities
 - Teamwork
 - Trustworthiness
 - Responsibility
 - Innovativeness
 - Competency

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Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn Bhd

1st January 2021
Revision 3.0



SAFE DRIVING POLICY

Mushtari Maintenance Services Sdn Bhd (MMSSB) is always concerned with the threat of injury to health due to driving regardless of own or company's cars, and is committed to improve the safety of its employees and contract staff in this regard.

All employees and contractors of MMSSB, as well as visitors to MMSSB premises are required to adhere to this policy when driving regardless of own or company's vehicles, either on the job or during routine journeys from home to work site and vice versa.

Our commitment:

1. To ensure all company owned vehicles are equipped with all legal documentation for use by employees/drivers.
2. To ensure all company owned vehicles are well maintained, in good condition, suitable for driving purposes, and equipped with all safety and emergency equipment/ devices.

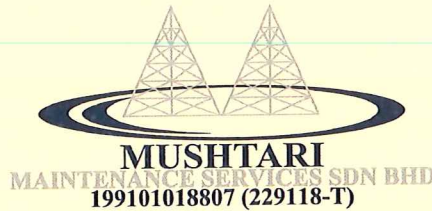
In line with our Management efforts, the following control measures have been identified and must be implemented, in agreement with local legal requirements:

- All drivers must have valid driving licenses before driving the vehicles.
- All drivers must be in good health and physically able to drive the vehicles.
- All drivers and passengers must wear seat belts at all times during vehicle operations (where applicable).
- All drivers must not use hand held phones while driving.
- Driving under influence of alcohol, drugs or other controlled substances is strictly prohibited.

This policy should be strictly followed and practiced by all employees and contract staff of Mushtari Maintenance Services Sdn Bhd. Any violation of this Policy may subject the employee, staff and/or contractors to disciplinary action, including termination of employment.

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Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn Bhd

1st January 2021
Revision 4.0



INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) POLICY

Mushtari Maintenance Services Sdn Bhd (MMSSB) recognises the need of ICT as vital to the continued well-being of its business. MMSSB recognises its duty to prevent any illegal use of computing and others ICT facilities.

All communications and information are limited to MMSSB business only and the right is given to limited personnel only. This includes the access to the maintenance of the MMSSB website.

All personal information stored in the MMSSB Datalink and office computers will REMAIN as MMSSB property. It is STRICTLY PROHIBITED for external used without any approval by management.

All MMSSB ICT users must comply to the Malaysian Government Laws in use of legal software, misuse of internet facilities and others illegal ICT practices.

All MMSSB ICT Facilities in Office must be secured with personal PASSWORD to prevent from use by un-authorised personnel.

All MMSSB employees are prohibited to use the Company communication facilities such as telephones, fax machine and Internet for personal use.

MMSSB Management will monitor the illegal ICT use in MMSSB premises at Paka and Melaka frequently.

The strategic intent of this policy will require continual improvement and sustained efforts by everybody concerned. All employees have personal responsibilities to maintain and prevent the illegal use of MMSSB ICT Facilities.

The success of this policy depends on the participation and cooperation of MMSSB employees and all personnel involved.

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Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn Bhd

1st January 2021
Revision 1.0



OUR Mission

To be the LEADER in the provision of Turnaround and Shutdown Maintenance Services for Oil, Gas and Petrochemical Plants.

OUR Vision

To provide the highest quality services and safety standards that fulfils the needs of our customers, employees and shareholders.

To achieve our vision, we aim to:

- Be a responsible employer in the areas where we operate,
- Meet and exceed our customers' requirement goals for highest quality service,
- Provide a safe and secure working environment for our employees,
- Protect and prevent any pollution to land, water, air and community,
- Continuously innovate and grow with our employees and suppliers to deliver the best value to our customers.

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Syed Mohd Rizal Syed Abdul Rahman
Managing Director
For Mushtari Maintenance Services Sdn. Bhd.

01st. January 2021
Revision 0