

CODE OF CONDUCT

**TAMCO is committed to the highest standards of
Ethical Business Conduct**

**This Code of Conduct is binding on all TAMCO
Employees and Stakeholders,
whose actions must always be such as to
Avoid any Impropriety**

Part 1

Date : August 2025

Next Review : August 2026



CODE OF CONDUCT

WORKPLACE CULTURE AND ENVIRONMENT

Human Dignity and Human Rights

- All Individuals are to be treated with Respect, Dignity and Integrity
- Enabling Our People to support themselves and their families
- Creating a conducive Workplace where Our People are Empowered to grow to their Fullest Potential, Developing New Skills and Building Careers
- Going Beyond mere compliance with Laws
- Rejecting Child Labour and Forced Labour
- Freedom of Association and Collective Bargaining
- Work Conditions respect the Dignity, Safety and Health of all Employees
- Secure Work Environment
- Data Protection and Privacy

Anti-Harassment and Anti-Discrimination

- Safe Work Environment
- Zero-Tolerance for any form of Harassment and Discrimination
 - including anything based on race, colour, religion, gender orientation, age, disability, marital status, citizenship, nationality, genetic information, or any other characteristic protected by the law

Cybersecurity and AI

- Data and AI drives our Digital Ecosystems
- Win-Win value creation in a Secured Environment
- Creating and Consuming Data, applying a holistic data risks management framework

Part 2

Date : August 2025
Next Review : August 2026



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WORKPLACE CULTURE AND ENVIRONMENT

Avoiding Conflict of Interest (COI)

- COI occurs when an Employee's personal interest competes with, or is in opposition to, the interests of TAMCO
- COI occurs when an Employee has vested interest in business dealings with TAMCO, whether directly or indirectly, and/or is involved in any decision-making process regarding the said dealings in the course of their duties
- Employees shall not hold other employments or undertake other jobs or freelance work without written consent from the HR Department
- Transparency, in the form of annual Disclosure, is critical, and applies to:
 - Actual COI - a real, existing conflict
 - Potential COI - is in or could be in a situation that may result in a conflict
 - Perceived COI - is in or could be in a situation that may appear to be a conflict, even if this is not the case
- COI Disclosure to be made either through immediate Manager or directly to Human Resources Department

Fair Competition

- TAMCO believes in Free Competition and will compete fairly and comply with all applicable competition laws
- Employees are encouraged to collect, share and use information about our competitors, in a legal and ethical manner. Just as TAMCO values and protects its own non-public information, TAMCO respects the non-public information of other companies

Part 3

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WORKPLACE CULTURE AND ENVIRONMENT

Procurement Process

- TAMCO has processes in place and adheres to a system of internal controls for Supplier (including Service Provider) selection. Supplier selection should never be based on receipt of a gift, hospitality, or payment.

Maintain Records and Deliver Accurate Financial Statements and Tax Information

- Accurate and complete business and financial records is everyone's responsibility, not just a role for accounting and finance personnel
- All reports to regulatory authorities are full, fair, accurate, timely and understandable, without falsification or distortion, of the nature of any transaction

Prevent Money Laundering and Terrorism Financing

- TAMCO complies with applicable laws on the Prevention of Money Laundering and Terrorism Financing and shall do business with trustworthy and reputable partners

Part 4

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WHISTLE BLOWING

- In line with the practice of integrity and good corporate governance, TAMCO will ensure that internal and external parties working with TAMCO have an avenue to raise concerns about Potential Improprieties in Business Conduct in a secure and confidential manner
- To encourage and enable persons to report, in good faith or based on a reasonable belief, any attempted, suspected and actual malpractice in relation to the Operation and Management of TAMCO, to the relevant department or other appropriate personnel, in confidence and without fear of retaliation.
- All reports can be made to the TAMCO Hotline via this email address:
tamco-hotline@tamco.com.my
- The identity of the person who has reported a violation shall be kept confidential and TAMCO will not allow retaliation against such person
- However, all such reports should be made in good faith based on honest and reasonable grounds at the material time
- Violations will be investigated by TAMCO and appropriate action will be taken in the event of any violations of this Policy

Part 5


WONG JUN PIN
CEO of TAMCO Malaysia

Review Date : August 2025
Next Review : August 2026