



ANCUBIC

ANCUBIC GROUP OF COMPANIES

(Company No: xx)

CORPORATE SOCIAL RESPONSIBILITIES

Document No. : **POLICY - COPR**
Revision : **1.0**
Date : **April 19, 2023**

IMPORTANT NOTE:

Strictly for internal circulation only.

This manual is intended only for the use of the management and employees of ANCUBIC HOLDINGS SDN BHD and its subsidiaries ("the Group") in undertaking business operations. ANCUBIC Group is not accountable to any third party for reliance on the information contained in this manual, nor responsible for the completeness or accuracy of the information.



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INTRODUCTION

1.0 POLICY STATEMENT

Environmental Social Governance and Corporate Social Responsibility are very important to ANCUBIC Group as they align with our core values. Ancubic Group is committed to employing responsible practices regarding the development and improvement of its employees, our local communities, and the sustainability of the environment. It creates a platform for us to spread our sustainable stakeholder values in dealing with social and environmental concerns and carry out our responsibility as corporate citizen that cares most earnestly and ethically and work together to ensure the success of our objectives for the community.

Ancubic Group aims to instil good civic values so that the employees and stakeholders can act as ambassadors in advancing worthy causes. Ancubic Group employees are the greatest assets of the Group. As much as the Ancubic Group commits to giving back to society, the Ancubic Group also commits significant resources in nurturing human talents, technical skills upgrading, career development programs and meaningful path.

Integrity is a core element of the Ancubic Group's business and operational competency model. This policy is to conduct Ancubic Group's business operations according to best industry standards and practices. A key feature of this is that all business interactions will be discharged in a socially responsible manner. The goal is to behave ethically and with integrity in the communities where the Ancubic Group operates directly and indirectly and to respect cultural, national and religious diversity.

ANCUBIC Group pledge to deliver appropriate communication channels to support, promote and strengthen social engagement awareness, supporting good courses and charities by its management when making business and operation decisions.

2.0 PURPOSE

ANCUBIC Group's involvement in developing property is an ongoing process for securing future property development sites that cannot be prevented, causing an impact on the surrounding environment. The purpose of this policy is to serve as a principal guideline as followings:

- i. Promote effective communication channels between the Board, its stakeholders and the general public on the importance of Ancubic Groups dealing with environmental, social and economic concerns for ANCUBIC Group's project development.
- ii. To create harmonious, safe, healthy and secure working environments, acknowledging their dignity and nurturing human talents, technical skills upgrading, career development programs and meaningful paths for ANCUBIC Group's employees and stakeholders.



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- ii. Embrace sustainable mutual growth for the community with professional skills and provide society with high quality and commercially viable environment for Ancubic Group development project.

3.0 SCOPE

3.1 Environmental Social Governance (ESG)

3.2 Social Relationship Service (CRS)

4.0 IMPLEMENTATION

Ancubic Group is ready to engage clearly, honestly and respectfully in dialogue with customers, employees, associates, contractors, vendors, project neighbours and community groups, governments, regulators and owners to embrace the spirit of this policy under the reasonable social responsibilities of the ANCUBIC Group.

5.0 RESPONSIBILITIES

5.1 Board's Level

The Board should periodically review the code of conduct and ensure the implementation of an appropriate communication channel to receive feedback and to support, promote and strengthen the awareness of this policy by its executives when making business and operation decisions.

5.2 Employee's Level

Management at all levels should ensure this policy is readily available to all staff members and communicate the policy with staff members of its importance and relevance. In making operational and business decisions, management shall ensure their activities are consistent with this policy's spirit and promote good industry practices with all stakeholders of the Group.

5.3 Customers, Associates, Agents, Contractor, Supplier And Vendor's Level.

ANCUBIC Group aim to make a significant, long-term contribution to the environmental, social and economic aspects of our business communities in which we work together by encouraging our stakeholder:

- i. Providing a safe, healthy, professional and empowering workplace for our employees so that they can continuously perform in an effective, efficient and consistent manner;
- ii. Ensuring healthy, safe and environmental-friendly spaces for communities at our project sites by working with our stakeholders to gain feedback and, subsequently, develop improvement plans;
- iii. Providing a value-added service and quality products that are innovative and of high quality.
- iv. Continuously engaging with authority, associates, agents, contractor, supplier and



- vendor to meet terms which is relevant to market trends and strategies;
- v. Complying with all relevant legal requirements, assessing the environmental impacts of our operations, continuously seeking to reduce their impacts and improving our resource efficiency by reducing energy, water and waste.

6.0 PROCEDURE

ANCUBIC Group conducts its business openly, honestly and ethically through consistently high quality, ongoing dialogue and communication with stakeholders to build a responsible and accountable safe working environment and meaningful career path and foster harmonious communities in an environmentally responsible manner.

| Element | | Implementation Plan |
|-------------|-------------------|---|
| PEOPLE | Belonging | We aim to nurture and empower all levels of our organisation team to develop a sense of social belonging among the team members so that they can achieve their full potential by providing better opportunities through various approaches. We organise birthday treats, embark on festive treats, invite their family members to join activities, etc. |
| | Progress | We will ensure that employees are treated fairly and with dignity and consideration for their goals and aspirations and that diversity in the workplace is embraced. |
| | Safety | We are committed to providing equal opportunity in all aspects of employment and will not engage in or tolerate unlawful workplace conduct, including discrimination, intimidation, or harassment. |
| COMMUNITY | Healthy | Promote a healthy environment for all stakeholders involved in the project sites from inception to completion. |
| | Care | We explore the key criteria of the community needs and social impact in a project's development processes and enhancing the surrounding environment. Assist in their building upgrading, especially under-maintain buildings. |
| | Engagement | We value the community by contributing to the well-being of society through active engagement with various stakeholder groups from project inception to the completion phase and work together with the community leader to determine if the concerns of these relevant groups are being addressed as effectively as possible. |
| ENVIRONMENT | Revive | We aspire to create a healthy environment for the future by incorporating the optimisation of greeneries in our project design, maintaining the existing trees and adopting run-down landscapes at areas of our projects undertaken. |
| | Re-invent | To ensure we remain competitive, we prioritise preserving environmental elements as much as possible and continuously search for innovative project development that reduces the environmental impact, preserving and protecting the environment and natural resources to ensure sustainability. |



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| | Re-cycle | To realise environmental conservation, we adopted good practice by re-cycling paper and reducing waste in our daily operations. Administration work is reduced to the paperless task. |
|--|-----------------|---|

7.0 INFORMATION ASSESS

Activities or practices undertaken by the ANCUBIC Group and its subsidiaries can be obtained from the Company's website.

XXXXXXXXXXXXXXXXXX

The Company shall keep original and approved program records and have appropriate internal controls in place to act as evidence for all activities made.

| | |
|-------|---|
| 1.4.1 | via email request at xxxxxx_CSR@ancubicproperty.com |
| 1.4.2 | via Corporate correspondence from your HOD |
| 1.4.3 | Via barcode link- |

8.0 REVIEW OF THE POLICY

- 8.1 The document will be reviewed within four (4) years or when required to ensure its adequacy and operating effectiveness.
- 8.2 Internal control systems and procedures designed to ensure consistency is subject to regular audits to ensure that they are effective in practice.
- 8.3 Any change in the policy would result in consequential changes to the CCBE and DCCE. Accordingly, the employees shall be notified on the approved revision.
- 8.4 The procedures, appendices and forms shall be reviewed and updated from time to time or as the need arise to maintain their relevance to changing business needs and to remain current. Ancubic Group reserves the right to amend this policy.



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9.0 ATTACHMENTS



ANCUBIC

Ancubic Group of Companies CORPORATE SOCIAL RESPONSIBILITIES POLICY

Updated as of February 2023

We aim to promote effective communication channels between the Board, its stakeholders and the general public on the importance of Ancubic Groups dealing with environmental, social and economic concerns on a significant, long-term contribution of our business and of the communities in which we work by:

1. Nurture and empower all levels of our organisation team to develop a sense of social belonging among the team members so that they can achieve their full potential;
2. Providing a safe, healthy, professional and empowering workplace for our employees so that they can continuously perform in an effective, efficient and consistent manner;
3. Ensuring healthy, safe and environmental-friendly spaces for communities at our project sites by working with our stakeholders to gain feedback and, subsequently, develop improvement plans;
4. Providing to our customers with a value-added service and quality products that are innovative and of commercial viable quality;
5. Continuously engaging with authority, associates, agents, contractor, supplier and vendor to meet terms which is relevant to market trends and strategies;
6. Complying with all relevant legal requirements, assessing the environmental impacts of our operations, continuously seeking to reduce their impacts and improving our resource efficiency by reducing energy, water and waste.



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