

Lee Swee Kiat Group Bhd

Code of Conducts and Ethics – Reviewed on Feb 2023

1 INTRODUCTION

The Board of Directors (“the Board”) wishes to maintain a high standard of business conducts and ethics for long term sustainability as well as be a responsible corporate citizen. This Code acts as a reference for conducts of which the Board wishes the Group to practise in its day to day operations.

2 List of Standards of Conducts

- a) To practice the Group’s Motto “EIIIE” which stands for “ Effective, Integrity, Improve and Efficiency”
 - i) ‘Effective’ means constantly achieve the Group’s strategies.
 - ii) ‘Integrity’ involves maintaining highest standards of honesty and ethics in discharging one’s duties
 - iii) ‘Improve’ means to continually upgrade oneself with better skills and knowledge for greater productivity
 - iv) ‘Efficiency’ involves the best use of company resources to achieve the targets with lowest cost or in shortest time possible.

- b) Compliance to all applicable laws, rules and regulations
 - i) The Group shall constantly be aware of all applicable laws, rules and regulations applicable for lawful Group’s business operations
 - ii) The major laws, rules and regulations include, inter alia, the Income Tax Act, Labour Law, Bursa Securities Listing Requirements.

- c) **To promote ESG – Environment, Social and Governance in the operations of the Group to ensure sustainability.**

The Group has established in the Board Charter details of the Social Responsibility Philosophy which should be conveyed to the whole organization.

- d) To cultivate environment of high integrity by having a Whistle Blowing Policy
A Whistle Blowing Policy is in place to complement the internal audit procedures to assist the Board in deterring and early detection of fraud and to encourage reporting of unlawful or unethical behaviour.

- e) To avoid situation that may cause conflict of interest to arise. Should such situation become unavoidable, action in the best interest of the company should be taken.