

Diversity and Inclusion Policy

OSKH-CS-POL-003-2

28 February 2018

OSK Holdings Berhad (207075-U)

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Revision History Log

Ver. No	Section	Section Name	Page	Details of Amendments	Effective Date	e-Circular No.
1	All	All	All	Document approved	Feb 2013	N/A
2	All	All	All	Renamed to Diversity and Inclusion Policy- Refer to the Summary of Change	28 Feb 2018	OSKH/CS/CI R/003

Glossary

Term	Description
"Board"	Board of Director of OSK Holdings Berhad
"Company"	OSK Holdings Berhad
"the Group"	The Company and its subsidiaries
"MCCG"	Malaysian Code on Corporate Governance 2017

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A. POLICIES

A1. Overview

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- 1. Introduction**
- The Company and its subsidiaries (“the Group”) are committed to workplace and board diversity.
 - The Group recognises the benefits arising from workplace and board diversity, including a broader pool of high quality employees, improving employee retention, accessing different perspectives and ideas and benefiting from all available talent.
 - Diversity includes, but is not limited to, gender, age, race, nationality, religion, cultural background and disability.
 - To the extent practicable, the Group will address the recommendations and commentary provided in the Malaysian Code on Corporate Governance, revised in 2017 (“MCCG”).
 - This Diversity and Inclusion Policy does not form part of an employee’s contract of employment with the Company or its subsidiaries, nor does it give rise to contractual obligations. However, to the extent that the Diversity and Inclusion Policy requires an employee to do or refrain from doing something and at all times subject to legal obligations, this Diversity and Inclusion Policy forms a direction of the Group which its directors and employees are expected to comply.
- 2. Objectives**
- The Diversity and Inclusion Policy provides a framework for the Group to achieve:
 - a diverse and skilled workforce, leading to continuous improvement in service delivery and achievement of corporate goals;
 - a workplace culture characterised by inclusive practices and behaviours for the benefit of all employees;
 - improved employment and career development opportunities for women;
 - a work environment that values and utilises the contributions of employees with diverse backgrounds, experiences and perspectives through improved awareness of the benefits of workforce diversity and successful management of diversity; and
 - awareness in all employees of their rights and responsibilities with regard to fairness, equity and respect for all aspects of diversity,

(collectively, the Objectives).

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- 3. Responsibilities**
- The Board's commitment:
 - The Board is committed to workplace diversity, including the representation of women in the composition of the Board of the Company and at the senior level of the Group.
 - The Board, assisted by management, is responsible for developing strategies to meet the Objectives of the Diversity and Inclusion Policy, and monitoring the progress of achieving the Objectives through the monitoring, evaluation and reporting mechanisms as listed in sections 4 and 5.
 - The Board, through the Nomination and Remuneration Committee, will conduct all Board appointment processes in a manner that promotes gender diversity.
 - The Group's diversity strategies include:
 - recruiting from a diverse pool of candidates for all positions, including senior management and the various subsidiary companies' boards. This may include sourcing from a directors' registry and open advertisements or the use of independent search firms;
 - reviewing succession plans to ensure an appropriate focus on diversity;
 - identifying specific factors to take into account of the recruitment and selection processes to encourage diversity;
 - developing programs to develop a broader pool of skilled and experienced senior management and board candidates, including, workplace development programs, mentoring programs and targeted training and development; and
 - any other strategies the Board develops from time to time.
- 4. Monitoring and Evaluation**
- The Board, through the Nomination and Remuneration Committee, will monitor the scope and applicability of this policy, from time to time.
 - The management is responsible for implementing, monitoring and reporting on the progress of achieving the Objectives.
- 5. Reporting**
- In accordance with the Listing Requirements of Bursa Malaysia Securities Berhad on the disclosure of Corporate Governance Statements based on the MCGG in the Annual Reports, the Company will ensure appropriate disclosures are made in the Annual Report regarding Board diversity.

End