

HONG LEONG BANK BERHAD/HONG LEONG ISLAMIC BANK BERHAD WHISTLEBLOWING POLICY

Hong Leong Bank Berhad (“HLBB”) and Hong Leong Islamic Bank Berhad (“HLISB”) are committed to good business ethics and integrity as set out in the Code of Conduct and Ethics. All employees are encouraged to raise concerns about improper conduct at the earliest opportunity, and in an appropriate way.

Who can raise concerns?

- Any employee of Hong Leong Bank Berhad (“HLBB”) and Hong Leong Islamic Bank Berhad (“HLISB”).
- Any (legal or natural) person providing services to, or having a business relationship with, HLBB or HLISB.

What types of concerns should you raise?

You should raise any concerns about any improper conduct or wrongful act that may adversely impact HLBB or HLISB, including but not limited to:

- Any criminal offences, including fraud, corruption, bribery and blackmail
- Any failure to comply with legal or regulatory obligations

Any concerns about malpractice should be raised. If your concern is about your personal position, rather than a concern about malpractice, it will be more appropriate for you to use the HR grievance procedures.

Who should you raise your concerns with?

Reports of any such concerns may be made to the following persons:

Ms Helen Lim Lean See
Chairman of the Board Audit Committee
Level 6 Menara Hong Leong
No 6, Jalan Damanlela
Bukit Damansara
50490 Kuala Lumpur
BACChairman@hlbb.hongleong.com.my

Encik Alan Hamzah Sendut
Chairman of the Board Audit and Risk
Management Committee
Level 6 Menara Hong Leong
No 6, Jalan Damanlela
Bukit Damansara
50490 Kuala Lumpur
BARMCCChairman@hlisb.hongleong.com.my

or

or

Y Bhg Dato’ Nicholas John Lough @ Sharif Lough
bin Abdullah
Director of Hong Leong Bank Berhad
Level 6 Menara Hong Leong
No 6 Jalan Damanlela
Bukit Damansara
50490 Kuala Lumpur
nicholasjl@hongleong.com.my

Puan Rowina Ghazali Seth
Director of Board Audit and Risk Management
Committee
Level 6 Menara Hong Leong
No 6, Jalan Damanlela
Bukit Damansara
50490 Kuala Lumpur
rowina@hongleong.com.my

Please include your full name and contact details, as well as full details of your concern and any supporting documentation you consider relevant. Should you wish to do so, you may use our Whistleblower Form to provide the details required.

The Bank reserves the right not to investigate any concerns which are raised anonymously.

Additionally, you also have the right to raise your concerns with relevant regulators, such as Bank Negara Malaysia or with law enforcement agencies.

What action can be taken against you?

You will be protected from retaliation, adverse employment action and from disclosure of your identity, provided your disclosure was made in good faith (even if you are genuinely mistaken in the concerns you raise) and to the extent permitted by law.

WHISTLEBLOWER FORM

You should raise any concerns about any improper conduct or wrongful act that is committed within Hong Leong Bank Berhad or Hong Leong Islamic Bank Berhad. If your concern is about your personal position, rather than a concern about malpractice, it will be more appropriate for you to use the HR grievance procedures.

YOUR RELATIONSHIP WITH HONG LEONG	Please tick all applicable: Customer: <input type="checkbox"/> Employee: <input type="checkbox"/> OTHER: Please specify your relationship. Please include your employer's details if your employer provides services to or otherwise has a business relationship with Hong Leong.
ACCOUNT TYPE(S) (For customers)	Please tick all applicable types: Current account: <input type="checkbox"/> Savings account: <input type="checkbox"/> Loan: <input type="checkbox"/> Mortgage: <input type="checkbox"/> OTHER: Please specify Hong Leong products/services which are provided to you.
YOUR STAFF ID (If you are a Hong - Leong Bank staff)	
YOUR CONTACT DETAILS	Name: Address: Telephone: Email:

DETAILS OF YOUR CONCERNS
(please provide as much information as possible)

DESCRIPTION OF INCIDENT:
(use the additional information sheet, if necessary)

WHERE DID THE INCIDENT OCCUR?

WHEN DID THE INCIDENT OCCUR?

NAME AND POSITION OF PERSON(S) INVOLVED:

DETAILS OF ANY WITNESS(ES):

DID YOU REPORT THE INCIDENT TO ANY AUTHORITIES? IF YES, PLEASE GIVE DETAILS:

SUPPORTING DOCUMENT(S) ATTACHED (Please tick)?

Yes

No

ADDITIONAL INFORMATION SHEET

ANY ADDITIONAL INFORMATION:

Provide any further details you think may be relevant, for example, whether you approached the person(s) concerned, any financial impact to the bank, etc.