

DRUG AND ALCOHOL POLICY

The company strictly is restricting the consumption or being under the influence of intoxicating drugs and alcohol which would impair the performance of work and a serious threat to the Health, Safety and Environment at our business operations. The company wishes to ensure that each employee is personally responsible not only to themselves but also to others and the Company in eliminating the usage of drug and alcohol across our whole business location. To ensure full compliance to our Policy on elimination of alcohol and drug abuse, the following measures are being implemented.

- Prospective employees are compulsory to undergo pre-employment medical.
- Continuously promote environment with zero tolerance on abuse of drugs and alcohol.
- Total prohibition of possession, distribution or sales of drugs or alcohol.
- Random test on drugs and alcohol.
- Conduct lawful searches for alcohol and drugs at any work area or location.
- Employees found to be in possession or under the influence of drugs and alcohol are subjected to disciplinary action that includes immediate termination of employment with the company.

Michael Chang

Managing Director

Date: 3rd January 2022