

HUMAN AND LABOUR RIGHTS POLICY

Policy Statement

ExcelVite recognizes the corporate responsibility to respect human rights, including labour rights and complying with all applicable Malaysian laws and regulations. Human and labour rights are the fundamental rights, freedoms and basic standards of treatment for everyone without distinction of any kind such as race, religion, gender, language or other status. ExcelVite upholds and respects this value and is embedded in everything we do.

Workforce Rights

All employees in ExcelVite are to be treated with respect and fairness. Their safety, health and basic human rights must be protected and promoted.

Modern Slavery

ExcelVite does not tolerate any form of slavery, forced labour or human trafficking within our business. We ensure that all work is voluntary and employees are free to leave work or terminate employment at any time based on our internal resignation procedure and the Malaysian Labour Law.

We expect our vendors, contractors, sub-contractors, suppliers, customers or any other third parties who have business dealings with ExcelVite, to have satisfactory processes for managing the risks associated with modern slavery within their business. All suppliers are required to inform us immediately should they become aware of any actual or suspected slavery, forced labour or human trafficking in their supply chain in respect of any products, services or component parts supplied to us.

Child Labour

ExcelVite shall not recruit any child or young labour which does not comply with the provisions in the Children and Young Persons (Employment) Act 1966. Child is defined as any persons who has not completed his fifteenth year of age. Young person means any person who is not being a child and has not completed his eighteenth year of age.

Equal Opportunity and Non-discrimination

ExcelVite upholds the principle of diversity of workforce, equal opportunity, non-discrimination and fair treatment in all aspects of employment, including but not limited to recruitment and hiring process, working conditions and career development, regardless of race, ethnicity, religion, gender, marital status, disability, political affiliation or any other characteristic protected by the Malaysian Laws.

We are also committed to provide employee with benefits such as competitive remuneration package as well as training and career development to meet our employee's needs.

Not limited to our employees, ExcelVite also go extra miles in selection of vendors, suppliers, contractors or sub-contractors. We assure our vendors, suppliers, contractors or sub-contractors that they will be treated fairly and equally.

Safe Working Conditions

It shall be the duty of ExcelVite to provide and ensure, so far as practicable, a safe and healthy working condition to all employees.

Harassment, Threat and Violence

ExcelVite seeks to provide a work environment where employees are treated with respect, fairness and free from any form of harassment, threat, intimidation, violence or any other inappropriate behaviour, be it physical, verbal or visual.

ExcelVite will not tolerate or condone any types harassment, threat, intimidation, violence or any other inappropriate behaviour. All complaints or grievances will be investigated and appropriate action will be taken to stop such conduct in accordance to Employment Act 1955, including but not limited to dismissal.

EXCELVITE SDN BHD



Chin Hui Ling

Chief Executive Officer