



ANTI-BRIBERY AND CORRUPTION POLICY

IOT Malaysia is committed to enforcing a culture of anti-bribery and corruption amongst all business units globally.

As an organisation our contracts and affiliations shall be gained by merit, through commitment and dedication to building and maintaining a quality and competitive service within the industry.

In meeting this goal the following shall be adhered to at all times;

- Lobbying is not permitted and shall be considered a breach of this policy.
- No payment or gift of any kind may be made, promised or offered to clients, contractors or business associates.
- Paying excessive travel and entertainment expenses on behalf of the company to obtain or maintain business can be considered bribery.
- Improper business advantage including bribes to maintain existing business operations is illegal in many countries and is forbidden under this policy.
- Should corporate gifts be exchanged for the celebration or festivity of recognised acceptable occasions e.g. Christmas; Gifts given or received shall be addressed to the entire organisation and shall not exceed the sum of \$100.
- In situations where the acceptance of a gift may offend the initiator, senior management shall be consulted and the situation assessed on an individual basis.
- Failure to comply with this policy will result in disciplinary action and may result in criminal charges.

IOT Malaysia shall train all personnel in this policy.

A handwritten signature in black ink, appearing to read 'A. Elliott', is positioned above the printed name.

Andy Elliott
Regional Manager – Asia Pacific