



TAEKNI SDN BHD

ALCOHOL AND DRUG ABUSE POLICY STATEMENT

It is the Alcohol and Drug Abuse Policy of TAEKNI Sdn. Bhd. that requires every employee to perform his/her duties in a healthy and sound state of mind, without the presence of alcohol, illegal or inappropriate drugs or similar, and take adequate measures to prevent alcohol consumption and drug abuse within the Company's premises.

TAEKNI has established the following guidelines in achieving the policy objectives,

- All employees shall be free from influence of alcohol or any controlled substances during the discharge of their duties.
- All employees shall not use, possess, distribute or sell alcoholic beverages, illicit drug or unprescribed controlled drugs, drug paraphernalia, or misuse legitimate prescription drugs while performing work in the Company's premises.
- The employee if found intoxicated or under the influence of illicit drug or have committed any other drug and/or alcohol abuse, then the employee shall be subjected to disciplinary action and appropriate consequence management, including possible dismissal from employment.
- No individual shall be accepted for employment in any TAEKNI services or premises if he/she refuses to alcohol/drug tests or tested positive from such tests.
- TAEKNI reserves the right to conduct searches on employees suspected of abusing drugs or alcohol, in the presence of authorized personnel. The right to conduct searches covers the suspected employee's possessions, vehicles and agents located in the premises owned or controlled by TAEKNI. Any person found to have contravened the Policy or refuses to cooperate shall have his/her employment terminated.
- TAEKNI reserves the right to conduct post-incident drug and alcohol tests on employees working in safe sensitive areas and positions after any safety incident. TAEKNI also reserves the right to conduct spontaneous and random drug and alcohol testing, as deemed required, on employees as part of the evaluation of their work performance.
- TAEKNI shall provide a comprehensive drug and alcohol testing program based in its policy or as enforced by its respective clients. All testing shall be done by approved and certified laboratories under a recognized certifications program.

SYED MUBARAK BIN WAN LONG

MANAGING DIRECTOR

TAEKNI SDN. BHD. (1208844-H)

Date: 1st January 2021