

SCHEDULE 2
BUSINESS PARTNER DECLARATION FORM

Section 1: Business Partner's Particulars	
Name of Company	
Country of Incorporation	
Registration No	
Registered Address	
Business Address	
Nature of business relationship with Platinum Victory	<input type="checkbox"/> suppliers <input type="checkbox"/> contractors <input type="checkbox"/> consultants <input type="checkbox"/> joint venture partners <input type="checkbox"/> service provider <input type="checkbox"/> others: _____
The relevant entity the Business Partner is dealing with in Platinum Victory Group ("Platinum Victory")	

1. The Business Partner agrees to comply with all laws and regulations applicable to its business.
2. The Business Partner agrees to adhere to the terms and conditions governing the business relationship with Platinum Victory and/or its Controlled Organisation, with reference to:
 - a. any official contracts, letter of offer, letter of appointment, engagement letter, or any form of document of the similar nature; and
 - b. the Platinum Victory's Anti-Bribery and Corruption Policy.
3. The Business Partner agrees to conduct its business in an ethical manner and with integrity and the Business Partner will not undertake any corrupt conduct (including offering or accepting bribes), especially in relation to the provision of good and/or services to Platinum Victory.
4. The Business Partner understands that failure to comply with Clauses 1 to 3 of this Declaration Form, Platinum Victory reserves the right to terminate the service or business arrangements (established through official contracts, letter of offer, letter of appointment, engagement letter or any form of document of the similar nature), initiate legal action and/or reporting any instances of bribery and corruption to the relevant authorities.
5. The Business Partner further declare, in the best of its knowledge and belief, that:
 - ☐ the Business Partner is not aware of any actual, potential, or perceived conflict of interest situations with Platinum Victory or other stakeholders of Platinum Victory.
 - ☐ apart from the actual, potential, or perceived conflict of interest situations declared in *Appendix A of this Declaration Form*, the Business Partner is not aware of any other actual, potential, or perceived conflict of interest situations with Platinum Victory or other stakeholders of Platinum Victory.

(Tick whichever is applicable)

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The Business Partner agree to notify Platinum Victory, as soon as practicable, on any new actual, potential, or perceived conflict of interest.

6. The Business Partner further declare that:

- ☐ the Business Partner has never been convicted of crime or offences, other than traffic offences (if any).
- ☐ the Business Partner has been convicted of the following crime or offences.

(Tick whichever is applicable)

To provide a brief description of financial or commercial crime convicted, if any:

On behalf of the Business Partner, I declare that all information provided in this Declaration Form is to the best of the Business Partner and myself are true, complete, and accurate. The Business Partner understand that if any information provided in this Declaration Form is untrue, incomplete or inaccurate, Platinum Victory reserves the right to terminate the service or business arrangements (established through official contracts, letter of offer, letter of appointment, engagement letter, or any form of document of the similar nature), initiate legal action and/or reporting any instances of bribery and corruption to the relevant authorities.

SIGNED FOR AND ON BEHALF OF BUSINESS PARTNER BY

Company stamp

Designation:

Name:

NRIC No/Passport No:

Date:

FOR OFFICE USE ONLY (IF APPLICABLE)

Processed by

Name:

Designation:

Date:

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APPENDIX A
DECLARATION OF CONFLICT-OF-INTEREST SITUATIONS

You are required to disclose, to the best of your knowledge and belief, any conflict-of-interest situations with Platinum Victory and/or its Controlled Organisation, which may include, but not limited to, the following:

- a. as Business Partner of Platinum Victory, you have a Close Relationship with a Director or an Employee of Platinum Victory;
- b. as Business Partner of Platinum Victory, you have a Close Relationship with an external stakeholder with whom Platinum Victory has business relations with, e.g., counterparty of a material contract, governmental body issuing material licences and/or permits; and
- c. as Business Partner of Platinum Victory, you have a Close Relationship with a recipient of donation or sponsorship made by Platinum Victory.

No.	Name Of Conflicted Party (Actual, Potential, And Perceived)	Relationship With Conflicted Party	Nature Of Conflict-of-Interest Situation with Platinum Victory and Detailed Description (e.g., shareholdings, directorships, close family member relationship)

Note:

1. "Controlled Organisation" means a Business Partner where Platinum Victory has the decision-making power over the organisation such that it has the right to appoint and remove the management. This would normally be where Platinum Victory has the controlling interest (>50% of the voting share ownership), but it could be where there is an agreement in place that Platinum Victory has the right to appoint the management, for example a joint venture where Platinum Victory has the largest (but still <50%) allocation of the voting shares.
2. "Close Relationship" means any of the following situations:
 - a. being a family member of the other person, where "family" shall have the definition provided in Bursa Malaysia Securities Berhad's Main Market Listing Requirements, i.e.
 - i. spouse;
 - ii. parent;
 - iii. child including an adopted child and step-child;
 - iv. brother or sister; and
 - v. spouse of the person referred to in (iii) and (iv) above.
 - b. being a director, major shareholder, partner, or a person with executive power of a Business Partner or organisation;
 - c. being a family member of the person referred in (b) above; and
 - d. being a person who is accustomed or under an obligation, whether formal or informal, to act in accordance with the directions, instructions, or wishes of the other person.

SCHEDULE 3
EMPLOYEE DECLARATION FORM

Section 1: Employee's Particulars	
Name	
NRIC No / Passport No	
Address	
Position	
The relevant entity the Employee is being employed within Platinum Victory Group ("Platinum Victory")	

1. I agree to comply with all laws and regulations in the conduct of business or service in relation to the businesses and operations of Platinum Victory and/or its Controlled Organisation.
2. I agree to abide by the terms and conditions governing my appointment or employment relationship with Platinum Victory, with reference to:
 - a. any official contracts, employment letter, letter of offer, letter of appointment, engagement letter, or any form of document of the similar nature;
 - b. the terms and conditions of employment;
 - c. Employee Code of Conduct; and
 - d. Platinum Victory's Anti-Bribery and Corruption Policy.
3. I agree to act in an ethical manner and will not undertake any bribery conduct in carrying out my duties and responsibilities for Platinum Victory.
4. I understand if I fail to comply with Clauses 1 to 3 of this Declaration Form, Platinum Victory reserves the right to undertake a review of my appointment or employment with Platinum Victory, which may lead to disciplinary actions, dismissal and even reporting any instances of bribery and corruption to the relevant authorities.
5. I declare, in the best of its knowledge and belief, that:
 - ☐ I am not aware of any actual, potential, or perceived conflict of interest situations with Platinum Victory or other stakeholders of Platinum Victory.
 - ☐ apart from the actual, potential, or perceived conflict of interest situations declared in *Appendix A of this Declaration Form*, I am not aware of any other actual, potential, or perceived conflict of interest situations with Platinum Victory or other stakeholders of Platinum Victory.

(Tick whichever is applicable)

I agree to notify Platinum Victory, as soon as practicable, on any new actual, potential, or perceived conflict of interest.

6. I further declare that:
 - ☐ I have never been convicted of crime or offences, other than traffic offences (if any).
 - ☐ I have been convicted of the following crime or offences.

(Tick whichever is applicable)

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To provide a brief description of financial or commercial crime convicted, if any:

I declare that all information provided in this Declaration Form is to the best of my knowledge and belief and are true, complete, and accurate. I understand that if any information provided in this Declaration Form is untrue, incomplete or inaccurate, Platinum Victory reserves the right to undertake a review of my appointment or employment with Platinum Victory, which may lead to disciplinary actions, dismissal and even reporting any instances of bribery and corruption to the relevant authorities.

SIGNED BY THE EMPLOYEE

Name:
NRIC No/Passport No:
Date:

FOR OFFICE USE ONLY (IF APPLICABLE)

Processed by
Name:
Designation:
Date:

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APPENDIX A
DECLARATION OF CONFLICT-OF-INTEREST SITUATIONS

You are required to disclose, to the best of your knowledge and belief, any conflict-of-interest situations with Platinum Victory and/or its Controlled Organisation, which may include, but not limited to, the following:

- a. as a Director or an Employee of Platinum Victory, you have Close Relationship with an external stakeholder with whom Platinum Victory has business relations with, e.g., counterparty of a material contract, governmental body issuing material licences and/or permits;
- b. as a Director or an Employee of Platinum Victory, you have Close Relationship with another Director or Employee of Platinum Victory;
- c. as a Director or an Employee of Platinum Victory, you have Close Relationship with a recipient of donation or sponsorship made by Platinum Victory; and
- d. as a Director or an Employee of Platinum Victory, you have Close Relationship with a competitor of Platinum Victory or with a party which may have a direct interest or a directly conflicting interest with Platinum Victory.

No.	Name Of Conflicted Party (Actual, Potential, And Perceived)	Relationship With Conflicted Party	Nature Of Conflict-of-Interest Situation with Platinum Victory and Detailed Description (e.g., shareholdings, directorships, close family member relationship)

Note:

1. "Controlled Organisation" means a Business Partner where Platinum Victory has the decision-making power over the organisation such that it has the right to appoint and remove the management. This would normally be where Platinum Victory has the controlling interest (>50% of the voting share ownership), but it could be where there is an agreement in place that the Platinum Victory has the right to appoint the management, for example a joint venture where Platinum Victory has the largest (but still <50%) allocation of the voting shares.
2. "Close Relationship" means any of the following situations:
 - a. being a family member of the other person, where "family" shall have the definition provided in Bursa Malaysia Securities Berhad's Main Market Listing Requirements, i.e.
 - i. spouse;
 - ii. parent;
 - iii. child including an adopted child and step-child;
 - iv. brother or sister; and
 - v. spouse of the person referred to in (iii) and (iv) above.
 - b. being a director, major shareholder, partner, or a person with executive power of a Business Partner or organisation;
 - c. being a family member of the person referred in (b) above; and
 - d. being a person who is accustomed or under an obligation, whether formal or informal, to act in accordance with the directions, instructions, or wishes of the other person.

SCHEDULE 4
GIFTS DECLARATION FORM

SECTION 1: DETAILS OF DECLARANT	
Declaration Date	
Name	
Employee ID	
Designation	
Division / Department	

SECTION 2: DETAILS OF THE GIFT, ENTERTAINMENT OR HOSPITALITY ("GIFT")	
Gift Information	
Date Received or Given	
Description of the gift (Please attach relevant supporting documents as deemed necessary, e.g., invoice, receipt, proof of request, correspondences, meeting invites etc.)	
Value of gift (RM) (Estimated or actual value)	
Gift Recipient Information	
Name of Company	
Individual Name	
Designation	
Contact Details	Address: Email: Mobile No:
Nature of business relationship with Gift Giver	<input type="checkbox"/> suppliers <input type="checkbox"/> contractors <input type="checkbox"/> consultants <input type="checkbox"/> joint venture partners <input type="checkbox"/> service provider <input type="checkbox"/> others:
Gift Giver Information	
Name of Company	
Individual Name	
Designation	
Contact Details	Address: Email: Mobile No:
Nature of business relationship with Gift Recipient	<input type="checkbox"/> suppliers <input type="checkbox"/> contractors <input type="checkbox"/> consultants <input type="checkbox"/> joint venture partners <input type="checkbox"/> service provider <input type="checkbox"/> others:

Please specify the relevant entity the Gift Giver/Gift Recipient is dealing within Platinum Victory Group

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SECTION 3: GIFT ACCEPTANCE CIRCUMSTANCES	
Decision regarding offer	<input type="checkbox"/> decline <input type="checkbox"/> retain <input type="checkbox"/> others:
Gift Acceptance Circumstances <i>(Please provide circumstances justifying the gift acceptances)</i>	

No.	Signature	Comments
1	Signed by the Declarant: _____ Name: Date:	
2	Approval from Head of Department/Director : <input type="checkbox"/> approved <input type="checkbox"/> not approved _____ Name: Date:	
3	Acknowledgment from Human Resources Department : _____ Name: Date:	