



REDTONE DIGITAL BERHAD

DIVERSITY, EQUITY AND INCLUSION POLICY

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SECTION 1: INTRODUCTION

- 1.1 Diversity, equity and inclusion are essential elements that underpin the success of an organisation, providing a systematic framework of good corporate governance. REDtone Digital Berhad and all its subsidiaries and associated companies (collectively the “Company”) embrace diversity, equity and inclusion (“DEI”) policy (“Policy”), recognizing its importance to steer, and instill a sense of belonging in a diverse workforce that fosters mutual trust, respect, equity and opportunity for all employees to thrive.

SECTION 2: SCOPE AND ACCOUNTABILITY

- 2.1 This Policy is applicable to all levels including Board of Directors and all employees of the Company regardless of grades, levels or any forms of employment with the Company.

SECTION 3: DEFINITIONS

- 3.1 The definition of each DEI component is as follows:

- a. **Variety**

Diversity is the presence of differences in our workplace that may include race, ethnicity, age, gender, sexual orientation, family, marital status, nationality, socio-economic status, language, culture, religion, (dis)ability status, skills and experience. We value the integrated wealth of unique perspectives, experiences, expertise, cultures and working styles that each individual brings to the organisation to achieve business goals.

- b. **Equity**

Equity is the practice of ensuring that processes and programs are fair and provide equal possible outcomes for each and every employee, thereby fostering an environment where all individuals can thrive on a level playing field.

- c. **Inclusion**

Inclusion is the practice of ensuring that the Company welcomes differences and inculcates a sense of belonging where every employee feels comfortable, supported and empowered by the Company, thereby fostering a vibrant and inclusive community within our Company.

SECTION 4: REDTONE'S COMMITMENT

4.1 The Company is committed to co-creating a diverse yet inclusive organisation, a workplace where individuals feel valued and respected with a strong sense of belonging and fostering, cultivating and preserving a culture that embraces DEI principles.

In pursuit of these goals, we strive to:

- a. Provide fair treatment and create equal opportunities for our employees to thrive together and attain equal possible outcomes;
- b. Recognise and value differences present within our workforce that may include race, ethnicity, age, gender, sexual orientation, family, marital status, nationality, culture, language, religion, (dis)ability and social-economic status; and
- c. Promote a workplace culture and practices that welcome differences, listen to diverse perspectives and intensify a sense of belonging where our empowered employees feel comfortable, involved, valued, respected and supported in their professional journey.

4.2 The Company collectively promotes a culture that empowers our employees; fosters values of respect, and exhibits conduct that reflects inclusion at work, at work functions on and off work site and at all sponsored and participative events.

SECTION 5: GUIDING PRINCIPLES

5.1 The Company strives to create a conducive working environment that recognises the value of diverse voices and inclusivity, and prioritises employee wellbeing as central facets of success.

5.2 Within our DEI framework, we established six (6) guiding principles, a set of moral values that provide guideline for expected behaviour and decision-making for employees, supervisors and management team.

5.3 The guiding principles are as follows:

a. Empowerment Through Responsibilities (Empowerment)

- (i) Empowerment at workplace involves entrusting and providing employees with the resources, authority, opportunity and motivation to do their work.

SECTION 5: GUIDING PRINCIPLES – (CONT'D)

- (ii) This principle prioritises the following:
 - be accountable for our actions;
 - ensure information is accessible to make informed decisions;
 - empower everyone to make decisions within the framework;
 - build trust-based relationship.

b. Strength Through Diversity (Collective Synergy)

- (i) Co-create a workplace that acknowledges and values the individual strengths, skills and differences.
- (ii) This principle prioritises the following:
 - promote positive and honest communication;
 - foster teamwork and collaborative working relationships;
 - embrace differences;
 - foster creativity and innovation.

c. Treat Everyone with Dignity (Respect)

- (i) Make the workplace a healthy, safe and comfortable place and treat employees respectfully.
- (ii) This principle prioritises the following:
 - treat everyone with respect;
 - be fair and just in our actions;
 - value everyone's rights;
 - show empathy to others.

d. Open to Every Possibility (Openness)

- (i) Being open-minded to listen to new ideas, opinions and express a degree of flexibility.
- (ii) This principle prioritises the following:
 - be open-minded and receptive to feedback;
 - equal opportunity for all;
 - welcome all constructive and cogent opinions;
 - be teachable.

SECTION 5: GUIDING PRINCIPLES – (CONT'D)

e. Rise Above Adversity (Resilience)

- (i) Foster a positive and supportive environment where team members embrace challenges and remain resilient, turning obstacles into a learning opportunity.
- (ii) This principle prioritises the following:
 - stay positive amid challenges;
 - provide the right support and resources to those in need;
 - be united to overcome challenges as a team;
 - focus on solutions and make quick recovery from setbacks.

f. Create Opportunities and Celebrate Excellence (Inclusivity)

- (i) Create opportunities, accessibilities and promote meritocracy where all employees can contribute and be recognised for their accomplishments.
- (ii) This principle prioritises the following:
 - equal opportunities for learning, development and career advancement;
 - equal access to information, resources and support;
 - freedom to express and share ideas openly;
 - be transparent, reasonable and impartial in our judgement.

SECTION 6: JOINT RESPONSIBILITIES FOR COLLABORATIVE PARTNERSHIP

- 6.1 In respecting and valuing the diversity among our employees and all those with whom the Company do business, all managers, supervisors and employees are expected to ensure that the work environment free from all forms of discrimination and harassment.
- 6.2 Any violations of this Policy are to be reported to the immediate superior or those in higher authority or to the Human Resource (HR) Department for prompt resolution.

SECTION 7: REPORTING CONCERN

- 7.1 Employees may ask questions, raise concerns or report instances of potential non-compliance with this Policy by contacting their immediate superior or those in higher authority or the respective HR department. Please refer to the Grievance Handling Policy for reporting procedures.
- 7.2 All such submissions will be treated confidentially, to the extent reasonably practicable.
- 7.3 In the event the Management becomes aware of any suspected violation and/or any acts inconsistent with this Policy, the Management shall on its own volition take steps to investigate such concern, and if proven, will take the necessary action as it deems fit depending on the situation and severity of the violation.

SECTION 8: AMENDMENTS

- 8.1 The Company reserves the right to add, amend, vary or modify the content this Policy as and when it deems necessary at its discretion.