

**APFT BERHAD**  
(Company No. 886873-T)



**CODE OF ETHICS AND CONDUCT FOR DIRECTORS**

## 1. PURPOSE

- 1.1 The Board of Directors of **APFT BERHAD** (“the Company”) has adopted the following Code of Ethics and Conduct for Directors (hereinafter referred to as "the Code").
- 1.2 It is the intention of the Code for the Board and each Director to focus on areas of ethical risk, provide guidance to Directors to assist them to recognize and deal with unethical conduct and help to foster a culture of honesty, trust, responsibility. The Code is part of the Company’s commitment to integrity, transparency and self-regulation.
- 1.3 The Code cannot and do not cover every issue that may arise or every situation where ethical decision must be made, but rather set forth key guiding principles and policies. Directors are encouraged to highlight and discuss matters of particular circumstances that may affect the Company’s reputation or image in a negative manner arising the ordinary course of business to the attention of the Executive Director.

## 2. CODE OF ETHICS

Members of the Board member shall at all time abide and conform to the following Code of Ethics in their capacity as board members:

- ❖ Observe high standards of corporate governance at all time.
- ❖ Act honestly, fairly, ethically, with integrity and loyalty and conduct themselves in a professional, courteous and respectful manner.
- ❖ Act in the best interests of the Company and the Group in a manner to enhance and maintain the reputation of the Company, and fulfill their fiduciary duties to the Company and the stakeholders of the Company.
- ❖ Uphold accountability at all times.
- ❖ Act in good faith, with responsibility, due care, reasonable competence, diligence and independence.
- ❖ Board members should not accept positions on Board Committees on working group where a conflict of interest is likely to arise without firstly declaring that interest.
- ❖ Declaring any personal, professional or business interests that may conflict the Directors’ responsibilities.

- ❖ Treat their colleagues and other associates of the Company with dignity and shall not harass any of them in any manner regardless of creed, race, religion, rank or gender.
- ❖ Exercise due diligence to avoid breaches of duty via negligence, intentional action or omission, and unauthorized communications with individuals trying to influence by improper means or seeking to receive personal gains through Board decisions.

### 3. STANDARDS OF CONDUCT

#### a. Conflicts of Interest

- i. All Directors should endeavour to avoid situation that present a potential or actual conflict between their interest and the interest of the Company. Directors are required to disclose to the Board any situation that may be, or appear to be, a conflict of interest. All Directors are, therefore, obliged to act in the best interest of the Company.
- ii. A “conflict of interest” may occurs:
  - When a person’s private interferes with the interest of the Company
  - When a Director or his/her family member takes an actions or has an interest that may make it difficult Board members should not accept positions on Board Committees on working group where a conflict of interest is likely to arise without firstly declaring that interest.
  - Declaring any personal, professional or business interests that may conflict the Directors’ responsibilities.

Exercise due diligence to avoid breaches of duty via negligence, intentional.

#### b. Corporate Opportunities

The Directors should not: (a) take for themselves personally opportunities that are discovered through the use of Company property, information or position; (b) use Company property, information, or position for personal gain; or (c) compete with the Company for business. The Directors owe a duty to the Company to advance its legitimate interests when the opportunity to do so arises.

c. **Confidentiality**

The Directors should maintain the confidentiality of information entrusted to them by the Company or its customers or other parties, except when disclosure is authorized or legally mandated. Confidential information includes all non-public information that might be of use to competitors, or harmful to the Company or its customers, if disclosed.

d. **Fair Dealing**

The Directors should endeavour to deal fairly with the Company's customers, suppliers, competitors and employees. No Director should take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts, or any other unfair dealing practice.

e. **Protection and Proper use of Company Assets**

The Directors should protect the Company assets against loss, theft or other misuse and ensure their efficient use. All of the Company assets should be used for legitimate business purposes.

f. **Compliance with Laws, Rules and Regulations (including Insider Trading)**

The Directors should proactively promote, carry out their responsibilities in all compliance with laws, rules and regulations, including insider trading laws. Insider trading is both unethical and illegal. The Directors and senior management personnel are at all times prohibited from trading in the Company's securities while they are aware of material, non-public information concerning the Company.

g. **Gifts**

The Directors should not solicit or accept lavish gifts or gratuities or any offer, payment, promise to pay, or authorization to pay any money, or anything of value that could be interpreted to adversely affect business decisions or likely to compromise their personal or professional integrity.

4. **REVIEW OF THE CODE**

The Code is made available for reference in the Company's website at [www.apft.com.my](http://www.apft.com.my).

