



BUSINESS ASSOCIATES' LETTER OF DECLARATION  
FOR  
**HEXTAR GROUP**

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Our company, \_\_\_\_\_ (Company Name) bearing  
Registration Number \_\_\_\_\_ (MOR/PKK/CIDB/ROS/ROC/ROB/Others), (hereinafter  
Business Associate) hereby:

**1. DECLARES THAT:**

- a. The Business Associate and its directors, officers and employees are in compliance with all applicable laws, statutes, regulations and codes relating to anti-bribery and corruption matters (the Relevant Laws);
- b. From the Business Associate's company records and publicly available information, neither the Business Associate nor any of its directors, officers or employees who may be involved in the Business Transaction(s) has been convicted of any offence involving bribery or corruption or fraud; nor, to the best of the Business Associate's knowledge, is any such person the subject of any investigation, inquiry or enforcement proceedings by any governmental, administrative or regulatory body regarding any offence or alleged offence under the Relevant Laws; and
- c. The Business Associate did not, either directly or indirectly, promise, offer or give any bribe or an improper advantage (whether financial or otherwise) to any person in HEXTAR Group (hereinafter HEXTAR Group) or any other person representing Hextar Group as an inducement, incentive, reward, gift or bonus for being selected for the Business Transaction(s).

**2. UNDERTAKES THAT**

- a. The Business Associate will not, either directly or indirectly, promise, offer or give any bribe or an improper advantage (whether financial or otherwise) to any person in HEXTAR Group or any other person representing Hextar Group, as an inducement, incentive, reward, gift or bonus to be selected and/ or for any other purpose connected to the Business Transaction(s),
- b. The Business Associate will not, either directly or indirectly, promise, offer or give any bribe or an improper advantage (whether financial or otherwise) to any government official or private person so as to obtain or retain a business advantage on behalf of HEXTAR Group during the carrying out of the Business Transaction(s);
- c. The Business Associate will comply with the relevant provisions of HEXTAR Group's Corporate Code of Conduct & Ethics (CCOE) which is made available online at [www.hextar.com](http://www.hextar.com) ("Relevant Provisions of the CCOE"); and
- d. If contraventions or investigations of the type described in sections 1(b), 2(a) and 2(b) above have occurred, the Business Associate will forthwith supply full details of them to Hextar Group.



**3. AGREES THAT:**

- a. In the event that the Business Associate, its directors, officers or employees is in breach of any of the above sections, the following actions may be taken by HEXSTAR Group:
  - a. Immediate revocation of the contract award for the Business Transaction(s) without any liability whatsoever on the part of HEXSTAR Group to the Business Associate and/ or its directors, officers or employees; and/ or
  - b. Immediate termination of the contract for the Business Transaction(s) without any liability whatsoever on the part of HEXSTAR Group to the Business Associate and/ or its directors, officers or employees,

without prejudice to any other rights or remedies HEXSTAR Group may have or any other appropriate action which HEXSTAR Group may seek under the terms of the applicable tender/ contract or applicable laws and regulations.

Should any person attempt to solicit any bribe or advantage (whether financial or otherwise) from the Business Associate or any other person connected to the Business Associate either as an inducement or incentive to be selected or as a reward, gift or bonus for being selected in the Business Transaction(s), or where the Business Associate has reasonable grounds to suspect any breach of the obligations in this letter or the Relevant Provisions of the CCOE, the Business Associate will report such act immediately in accordance with the whistleblowing section in the CCOE.

Yours sincerely,  
For and on behalf of the Business Associate,

.....  
 (Signature)  
 Name of Company's Director / Manager / Equivalent: \_\_\_\_\_  
 Mykad/ Passport No. : \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Name of Company. \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Company Stamp:

\_\_\_\_\_  
 Received & acknowledged by:  
 HEXSTAR Group

.....  
 Name: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Date: \_\_\_\_\_

Note: Business Transaction(s) is (are) defined as Tenders, Quotations, Contracts and Purchase Orders.