



德成控股有限公司

TEK SENG HOLDINGS BERHAD 200201011909  
(579572-M)

## **DIRECTOR FIT & PROPER POLICY**

### **Introduction**

The Nominating Committee (“NC”) of Tek Seng Holdings Bhd (the “Company” or “Tek Seng”), has adopted the following policy with regard to ascertaining the fit and proper criteria at the time of appointment of Directors and on a continuing basis.

The Committee may review the policy on a periodic basis and may amend this policy from time to time, if required.

This policy will be applicable to the Company and is aimed at laying down guidelines to be followed at the time of appointment of Directors as also on an ongoing basis for the existing Directors of the Company.

### **Objective**

This Policy sets out the fit and proper criteria for the appointment and re-appointment of Directors on the Board of the Company.

- To ensure that each of the Directors has the character, experience, integrity, competence and time to effectively discharge his/her role as a Director of The Company.
- To ensure that existing and new Directors of the Company are fit and proper as well as appropriate for the position to which they may be appointed; and continue to be fit and proper while they hold their position.

### **Guidelines on the “Fit and Proper” criteria**

The Committee shall ensure that prior to considering any candidate for appointment, reappointment as a Director on the Board of the Company, detailed to consider suitability of the candidate such as:

- Qualification
- Expertise and competence
- Financial integrity
- Reputation and character
- Any other parameters that the Committee may deem fit to analyze

A declaration in the format as provided in Appendix 1 to this policy, shall be obtained from candidates being considered for appointment, re-appointment as Directors of the Company. The Committee shall scrutinize the declarations and the chairperson of the Committee may thereafter add remarks on the declaration.

### **Modifications to this policy**

Any modifications to this policy shall be necessarily approved by the Committee.

**Part A: Personal Details**

1	Full Name	
2	Date of Birth	
3	NRIC No / Passport No	
4	Citizenship	
5	Permanent Address	
6.	Correspondence Address (if different from above)	
7	Telephone No	
8	Email Address	

**Part B: Education Background and Work Experience**

No	Questions	Answer
1	Educational Qualification	
2	Work Experience (Please use separate paper if required)	
3	What do you consider to be your core area(s) of expertise?	

**Part C: Directorship**

No	Questions	Answer
1	List of Current and Past Directorship	

**Part D: Declaration**

	Questions	Yes	No
1	Do you have any relationship with any Directors in the Company?		
		If yes, please state details:	
2	Do you have any interest, both direct and indirect in the Company?		
		If yes, please state details:	
3	Do you have any relatives currently		

	working in the Company?	If yes, please state details:
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No	Questions	Yes	No
4	Have you ever been committed of any commercial and criminal crimes including but not limited to traffic offence under the Laws of Malaysia?		
		If yes, please state details:	
5	Are you currently and/or the company where you are a director been notified of any impending disciplinary or criminal proceedings or of any investigations, which might lead to such proceedings?		
		If yes, please state details:	
6	Have you or the company where you are a director contravene any provision made by or under any written law such as the Anti- Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act 2001, the Malaysian Anti-Corruption Commission Act 2009, the Companies Act 2016, Capital Markets and Services Act 2007 and any other applicable laws?		
		If yes, please state details:	
7	Have you or the company where you are a director been reprimanded by the regulators namely, Securities Commission Malaysia and Suruhanjaya Syarikat Malaysia?		
		If yes, please state details:	
8	Are you currently a bankrupt?		
		If yes, please state details and steps taken to discharge yourself from the liability:	
9	Do you hold a post in any political party?		
		If yes, please state details:	

I, ..... (NRIC/Passport No: .....)  
hereby declare that the above responses are true and correct, as to the best of my knowledge.  
I further authorize the Company to conduct background check, if necessary, which may consist  
of prior employment verification, professional reference checks, education confirmation  
and/or criminal record and credit checks for the purpose of my appointment as a Director of  
Tek Seng Holdings Berhad.

.....  
Signature:

.....  
Name:

.....  
Date: