



A Member of  MMC Group

HEADQUARTERS

CENTRAL PROCEDURE

RISK AND INTEGRITY MANAGEMENT DEPARTMENT

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1.0 INTRODUCTION

The Integrity Pact Guidelines for Vendors (“the Guidelines”) is to outline the guidelines and processes for Kontena Nasional Berhad (“KNB” or “the Company”) and its subsidiaries on the implementation of Integrity Pact by the Company when engaging with Vendors (i.e. vendors/ suppliers/ contractors/ consultants) to acquire relevant procurement-related works, supplies and/ or services.

2.0 PURPOSE

The Guidelines describe the requirement by the Company for Vendors to sign Integrity Pact document during Vendor registration and registration renewal process.

3.0 OBJECTIVES

The objectives of this Guidelines are:-

- i. To prevent the Company’s Employee(s), Vendors and/ or any other parties involved in the Company procurement activities from accepting and/ or offering bribe;
- ii. To create a procurement practice which supports fair competition, wide participation and good governance and protects both the Company’s and Vendors’ interest; and
- iii. To create awareness among the Company’s Employees and Vendors on the Company’s Anti Bribery and Anti-Corruption policy and subsequently eradicate corrupt practices in KNB and its group of companies.



4.0 SCOPE

The Guidelines shall apply to all KNB Vendors for any procurement activities stipulated in KNB Procurement Procedure.

Where applicable, KNB subsidiaries, associates, or affiliates company (“KNB Group”) which do not have an Integrity Pact Guidelines for its Vendors may adopt this Guidelines and implement it at their respective companies.

5.0 EXECUTION PARTIES

The Head of Departments of KNB are responsible to ensure that the relevant employees within his/ her department execute the Vendor Integrity Pact document as specified under this Guidelines.

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6.0 PROCEDURE

6.1 Execution stage:

- i. Upon appointment as KNB Registered Vendors
- ii. Upon Renewal as KNB Registered Vendors

6.2 Work process:

- i. Companies applying to be registered as KNB's Vendors are required to complete and sign the Integrity Pact as per **Appendix 1** of the Guidelines which is a mandatory document for the application.
- ii. **Appendix 1** shall also be executed during renewal of KNB's Vendor upon expiry of its term to maintain its validity.
- iii. KNB shall keep a copy of the Vendor Integrity Pact for Vendor Registration or Renewal for future reference.

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APPENDIX 1: VENDOR INTEGRITY PACT FOR VENDOR REGISTRATION OR RENEWAL

1. I..... NRIC No/ Passport No the Managing Director/ Chief Executive Officer/ the duly Authorised Officer representing (the Vendor*) with Company Registration Number hereby solemnly declare that I and/ or other individual(s) representing the Vendor shall not offer or give bribes to any individual(s) in Kontena Nasional Berhad (“KNB” or “the Company”) and its subsidiaries or any other individual(s) having interest in KNB procurement activities, as a gratification as defined under the Malaysian Anti-Corruption Commission Act 2009 [Act 694] for the purpose of being selected as a registered vendor or any procurement award in the future in KNB.

2. If I or any individual(s) representing the Vendor is found or admit to offering or giving bribes to any individual(s) in KNB or any other individual(s) having interest in KNB procurement activities for the purpose of being selected as KNB registered vendor or any procurement award in the future, then I as the representative of the Vendor hereby consent and agree to the following actions to be taken against the Vendor:
 - 2.1 Suspension from KNB Approved Vendor List for an appropriate period of time and/ or blacklisted from future registration and/ or participating in future quotation and tender;
 - 2.2 Loss of contract including termination or disqualification of any awarded contract;
 - 2.3 Forfeiture of bidding security and /or performance bond;
 - 2.4 Claim for loss and damages incurred by the Company; and
 - 2.5 Any other consequence management actions according to KNB policies and procedures then in force.

3. Any individual(s) attempting to seek bribe from me or any individual(s) associated to the Vendor as gratification for the purpose of being selected as registered vendor or any procurement award in the future in KNB, then I undertake to promptly report such act(s) to the Company through KNB whistleblowing channels either by mail in sealed envelope to Chairman of KNB or e-mail at nmb.knb.whistleblowing@gmail.com.

4. The Vendor hereby represents and warrants that its signatory to this declaration is fully authorised to sign on the Vendor’s behalf. Where applicable and upon request by the Company, a copy of the requisite letter of authorisation, shall be forwarded by the Vendor to the Company upon the execution of this declaration.

Yours Sincerely,

Signature :
Name :
NRIC/ Passport No. :
Company Stamp :
Date :