

APPENDIX 1

STAFF DECLARATION FORM - ACKNOWLEDGEMENT OF ANTI-BRIBERY AND CORRUPTION POLICY

I, _____, hereby declare that I have read and understood GFM's Anti-Bribery and Corruption Policy ("Policy") and the responsibilities required of me in relation to the said Policy.

I will abide by the requirements and provisions set out in the said Policy which shall be read together and forms part of my employment contract with GFM.

I agree to GFM's a zero-tolerance approach to bribery and corruption and the possible actions of:

- a) Dismissal
- b) Legal action by GFM
- c) GFM filing a police report
- d) GFM filing a report to MACC

that may be taken against me for the breach of this policy.

I also understand that to have assisted or facilitated the violation of this ABC Policy, whether actively or by way of negligence or omission, will also be deemed to have violated the ABC Policy and may be liable for the actions stated above.

.....
Name :
NRIC :
Designation :
Date:

APPENDIX 2

**FOR NOTIFICATION: CORRUPTION AND GIFT DECLARATION
STAFF DECLARATION FORM – CORRUPTION AND GIFT**

This declaration shall be disseminated by the Corporate Governance Department twice a year (January and July) via an on-line platform. Compilation and analysis shall be reported to the Audit & Risk Management Committee).

I, _____, hereby declare that between

- 1 January to 30 June _____ (year)
- 1 July to 31 December _____(year)

- a) I have read and understood in GFM’s Anti-Bribery and Corruption Policy (“ABC Policy”) and Employee Handbook
- b) I am in compliance to requirements and obligations described in GFM’s ABC Policy and Employee Handbook.
- c) I have not been involved with any corrupted practices as prescribed in GFM’s ABC Policy and Employee Handbook.
- d) I have not witnessed, withheld or failed to report any information on corrupted practices as prescribed in GFM’s ABC Policy and Employee Handbook.
- e) I have not received any form of gift or hospitality that contravenes GFM’s Gifts and Hospitality Policy and Guidelines (“Gift Policy”)
- f) My immediate family members have not received any form of gift or hospitality that contravenes GFM’s Gift Policy.
- g) I have declared any gift or hospitality to the Gift Declaration Form.
- h) I understand GFM’s a zero-tolerance approach to bribery and corruption and the possible actions of:
 - 1. Dismissal
 - 2. Legal action by GFM
 - 3. GFM filing a police report
 - 4. GFM filing a report to MACC

that may be taken against me for wrongful declaration and/or breach of the abovementioned policies.

.....
Name:
NRIC:
Designation:
Date: