


FEM LABOR POLICY

The Company is committed to continuous improvement of our Human Resources Standards and Practices to meet the latest EICC standards and applicable employment laws. The followings are our fundamental guiding principles:

- FEM shall not allow any form of forced labor. All works shall be on voluntary basis in accordance to the Company Policy. No employee shall be requested to submit identity card or passport for retention as a condition for employment.
- No young workers below 18 years old are allowed to be employed by FEM as permanent, contract or outsourced employees. FEM shall also not allow entry of any such young age visitor or employee of any business partner.
- FEM shall not allow employees to work more than 60 hours per week. All employees must receive at least 1 day off in every 7 working days. The Company shall observe all applicable laws in the employment act, and ensure that overtime works are done with prior understanding.
- FEM is committed to provide compensation to employees which complies with all applicable employment and wages laws. The Company shall also ensure timely payment of wages in accordance to a clearly defined salary statement.
- FEM shall not tolerate any form of inhumane treatment to our employees, which includes any act of threat, sexual harassment or verbal, mental and physical abuse.
- FEM is committed to sustain a workforce free of harassment or discrimination during the process of hiring, training, compensation & rewards.
- FEM shall endeavor to promote open communication and encourage direct engagement of employees with the Management. We respect the employees' right to engage in peaceful assemblies and freedom of association in accordance to the Malaysian laws without fear of retaliation.



CHONG NEE HWA
EXECUTIVE DIRECTOR
FUJI ELECTRIC (M) SDN BHD



YAMADA KOICHI
PRESIDENT
FUJI ELECTRIC (M) SDN BHD