



LIGHT DUTY MANAGEMENT AND RETURN TO WORK POLICY

At RWNA Engineering Sdn Bhd, we provide support to employees who require light-duty assignments or are returning from a leave of absence. This policy outlines the process:

1. Eligibility: Employees with medical issues or injuries may qualify.
2. Light Duty Management: Employees and managers collaborate to find suitable temporary tasks.
3. Return to Work Process: Employees inform their return and work with managers and HR to develop a return to work plan.
4. Communication and Support: Open communication is vital. We provide support for successful returns.
5. Compliance: We adhere to all relevant laws and regulations.

By following this policy, we prioritize our employees' well-being and ensure a smooth return to work.

EMPLOYEES WITH DISABILITIES/DIFFERING ABILITIES POLICY

At RWNA Engineering Sdn Bhd, we value inclusion. This is our policy:

1. Equal Opportunities: We provide equal opportunities for all, including those with disabilities.
2. Accommodations: We offer reasonable accommodations to support all employees.
3. Communication: We maintain confidentiality and open communication.
4. Training and Awareness: We provide training to promote understanding.
5. Non-Discrimination: Discrimination is not tolerated.

By following this policy, we establish a workplace culture that is supportive and inclusive for all.

ROAD SAFETY POLICY

At RWNA Engineering Sdn Bhd, safety is paramount. This is our policy:

1. Safety First: We prioritize road safety, following all regulations.
2. Preventive Measures: We proactively identify and address risks.
3. Training and Awareness: We provide thorough training and awareness programs.
4. Vehicle Maintenance: We maintain our vehicles to the highest standards.
5. Emergency Preparedness: We are ready to respond to accidents swiftly.
6. Continuous Improvement: We are always looking for ways to improve.
7. Compliance and Accountability: We comply with all laws and expect accountability.

By following this policy, we aim to promote a work culture that prioritizes safety.

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Managing Director
RWNA Engineering Sdn. Bhd.

6th February 2025