

## **BOARD OF ENGINEERS MALAYSIA (BEM) WHISTLEBLOWER POLICY**

### 1. Policy Statement

BEM is committed to the highest standard of integrity, openness and accountability in the conduct of its regulatory functions. It aspires to conduct its affairs in an ethical, responsible and transparent manner.

Recognising the abovementioned values, BEM provides an avenue for the public to disclose any improper conduct of a 'Registered Person' having registration with BEM.

### 2. Objective of the Policy

This policy is to provide an avenue for the public to disclose any improper conduct by a BEM 'Registered Person' in accordance with the procedures as provided for under this policy and to provide protection for those who report such allegations.

### 3. Scope of the Policy

This policy is designed to facilitate the public to disclose any improper conduct such as bribery and/or fraud by a BEM 'Registered Person'.

This policy serves to supplement the BEM normal disciplinary action procedures for those who desire to use this whistleblower protection due to risk of potential reprisals by the Respondents on the Whistleblowers for making such reports.

### 4. Procedure in Making a Disclosure

A disclosure under whistleblower protection shall be made on the complaint form without the complainant's name and with the whistleblower box checked and marked attention to the Executive Director, with the complainant's particulars and supporting evidence enclosed in a separately sealed envelope. The Executive Director will thereafter, review the disclosure to determine whether the case qualifies for whistleblower protection or otherwise. If classified as a whistleblower protection case, the complainant's name shall remain known only to the Executive Director.

5. Protection to the Whistleblower

A whistleblower shall be accorded protection of confidentiality of identity, to the extent reasonably practicable. Such protection is accorded even if the investigation later reveals that the whistleblower is mistaken as to the facts and the rules and procedures involved. However, if there is any fraudulent disclosure by the whistleblower with male fide intention, the protection to the whistleblower will be lifted.

6. Anonymous Whistleblower

Any anonymous disclosure will not be entertained.

7. Notification

Upon the completion of the whistleblowing process and procedures, the whistleblower will be accorded the privilege to be notified on the outcome of the disclosure.

Approved in 342<sup>nd</sup> Board Meeting held on 15.9.2020

*BEM reserves the right to amend this policy from time to time.*