

HUMAN RESOURCE AND ADMINISTRATION POLICY

1. Our Company's believe and appreciate that a good and healthy working environment and healthy and competent employees are one of the cornerstones of productivity and success of the company.
2. It is JML policy to be recognised as an actively health conscious company and to ensure that our organisation is staffed by healthy and competent personnel.
3. The Company has established procedures and guidelines to:
 - Comply with all applicable laws and regulations governing health at employees workplaces.
 - Maintain proper, fair and effective recruitment procedures.
 - As far as possible, accommodate any different physical and physiological needs of an individual's work situation.
 - Allocate high priority to the training, development, motivation and medical fitness of employees to have a preventive effect on undesired events and sick leave.
 - Provide health related information and training and encourage employees to live healthy lifestyles.
 - Ensure line management has defined responsibility for appropriate guidance and training to employees so they can fully master their role and work responsibilities as described in their functional description.
 - Establish regular performance appraisal and performance measures to maintain competent and qualified personnel.
 - Encourage employees to develop their career with JML.
4. The commitment and participation of every Company employee is essential to the success of this policy and all personnel shall at all times comply with health and safety requirements.
5. This policy directs all employees ashore and on ships to recognise their role for the health and safety of themselves and their colleagues



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CHIEF OPERATING OFFICER
Abdul Hafidz Abdul Rahman
1st June 2023