



# **RADIUM DEVELOPMENT BERHAD**

(Registration No. 201301009006 (1038848-V))

## **CHILD LABOUR AND YOUNG PERSON POLICY**

<b>VERSION</b>	<b>EFFECTIVE DATE</b>
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## **1. OBJECTIVE**

This policy describes that Radium Development Berhad Group of Companies (“Radium” or “the Group”) is committed to ensure a child and young person are not hired for work purpose in compliance with the Children and Young Persons (Employment) Act 1966.

This policy provides the principle and guidelines against child labour and young workers which shall be incorporated into the processes and decision-making of the Group and relevant parties within the scope of this Policy.

## **2. SCOPE AND RESPONSIBILITY**

This policy applies to all Directors, employees of Radium Group as well as our business associates such as partners, agents, vendors, suppliers, contractors, consultants and any other third-party providers or persons who perform services for or on behalf of the Group.

## **3. DEFINITION OF CHILD, CHILD LABOUR AND YOUNG WORKERS**

3.1 Child is defined as any person who has not completed his or her fifteenth (15) year of age.

3.2 Child labour is defined as work that deprives children of their childhood, potential, and dignity, and is harmful to their physical and mental development. It refers to work that:

- (a) is mentally, physically, socially, or morally dangerous and harmful to children, and/or
- (b) interferes with their education by preventing them from attending school or forcing them to leave school prematurely.

3.3 Young worker is defined as a worker who has reached the minimum working age that is not considered child labour but is not yet 18 years old.

## **4. POLICY STATEMENT**

4.1 Radium ensures that no person shall be employed at an age younger than 18 years and considers hiring child labor and young workers as a serious criminal offense that is in violation of Children and Young Persons (Employment) Act 1966.

4.2 Radium ensures that contractors and subcontractors engaged by the Company hires their workers in compliance with Children and Young Persons (Employment) Act 1966.

4.3 Radium reserves the right to terminate business relationship with any party found to have engaged or promoting child labour and young workers and failed to rectify them within reasonable time from date of discovery.

4.4 Radium provides training and guidance to hiring managers and relevant personnel on their responsibilities and obligations under this policy.

## **5. SELECTION AND HIRING PROCEDURES**

- 5.1 Radium ensures that age verification as part of the recruitment process. Human Resources (HR) personnel will screen job applicants to ensure no underage workers are considered for interview sessions.
- 5.2 HR personnel will verify the job applicant's legal documents, such as their identity card, birth certificate or passport to confirm their age.
- 5.3 Radium ensures that the appointed recruitment agency refrains from engaging child or young workers. The recruitment agency must verify the job applicant's age by checking their proof-of-age documents.
- 5.4 Copies of proof-of-age documents will be retained by HR personnel in the employees' personnel file.

## **6. REMEDIATION PROCEDURES**

- 6.1 In the event that child labour or young person is found working at Radium Group, immediate action must be taken in accordance with the remediation procedure.
- 6.2 The respective Head of Department must promptly notify the Human Resources and Admin Department (HRAD) and remove the child or young person from the workplace.
- 6.3 The respective Head of Department must ensure the child or young person is placed in a safe environment before transferring the case to HRAD.
- 6.4 HR personnel will conduct a counselling session with the child or young workers, contact their family or guardian and ensure the child or young worker is safely returned to them.

## **7. REVIEW**

This Policy may be revised from time to time at the sole discretion of the management.