



KINSAJASA SENDIRIAN BERHAD

SMOKING POLICY

IT is accepted that smoking is a personal choice; however, it causes direct annoyance to many non-smokers through exhaled smoke which is a proven health hazard to all and also a fire hazard, especially in restricted and hazardous classified areas.

In recognition of the above and in particular; the rights of the non-smokers, the Smoking Policy in KJSB operations will be enforced from immediate effect as follows:

Non-Smoking Areas:

The Facilities' owners strictly prohibit smoking in all hazardous classified areas already designated "Non-Smoking". The other non-smoking areas which co-related to health hazard are follows:

- **Onshore:-** Common Office spaces and Meeting rooms
- **Offshore:-** All designated "Non-smoking" areas imposed by the Facility's owner.

Smoking Areas:

Smoking is allowed provided it is a :

- Designated "Smoking Area".
- Single Office. If anyone in addition to the office incumbent is present, then the visitor's view must be solicited and respected.

Any person found smoking in prohibited hazardous areas will be given appropriate disciplinary action.

Visitors and contractor workers must be advised of and expected to comply with the above.

Let us all help to keep our working environment safe and healthy.

DR. RICHARD WIL, K.M.N., A.M.N., P.B.S.
MANAGING DIRECTOR

Date: 7th AUGUST 2013