

	OHSMS MANUAL	Revision No.: 0	Document Effective Date: 01 Sept 2026	Page 1 of 4
	Needs And Expectations Of Workers And Other Interested Parties			Document Ref: OHSMS-04C

Purpose:	To identify and review the needs and expectations of workers and other interested parties relevant to the OHSMS and determine applicable compliance obligations.
Scope:	This document applies to workers and interested parties affected by the Company's supply, installation, maintenance and servicing of M&E systems in Malaysia and overseas.
Duties & Responsibilities	(1) <u>Managing Director (MD)</u> : Accountable for considering relevant interested-party requirements. (2) <u>Executive Director (ED)</u> : Oversees responses and provides required resources. (3) <u>ISO Manager (IM)</u> : Maintains the register and coordinates reviews. (4) <u>Safety and Health Officer (SHO)</u> : Evaluates OHS needs and compliance implications. (5) <u>Safety Coordinator (SC)</u> : Gathers workplace feedback and monitors actions. (6) <u>Site Safety Supervisor (SSS)</u> : Gathers site feedback and communicates site requirements. (7) <u>Head of Department (HOD)</u> : Identifies departmental parties and requirements. (8) <u>Project Manager (PM)</u> : Identifies project, client and contractor requirements. (9) <u>Workers and Worker Representatives</u> : Communicate needs and participate in consultation.
ISO Reference:	MS ISO 45001:2018 Clause 4.2

Revision History			
Revision No.	Revision Date	Originator	Description of Changes
0	01 Sept 2026	ISO Manager	Initial issue for implementation of MS ISO 45001:2018 Clause 4.2

Abbreviation & Definition	
DOSH	Department of Occupational Safety and Health Malaysia
HOD	Head of Department
IM	ISO Manager
MD	Managing Director
M&E	Mechanical and Electrical
OHS	Occupational Health and Safety
OHSMS	Occupational Health and Safety Management System
PIC	Person in Charge
PM	Project Manager
SC	Safety Coordinator
SHO	Safety and Health Officer
SSS	Site Safety Supervisor

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Step	Activity	PIC	Reference
1	<u>Identification of Workers and Interested Parties</u> 1.1 Identification The Company shall identify workers and interested parties whose needs, expectations or decisions may affect the OHSMS. 1.2 Relevant Parties Relevant parties include workers, worker representatives, authorities, clients, consultants, contractors, suppliers, shareholders, insurers, emergency services, communities and the public. 1.3 Register The IM shall maintain the identified parties, requirements, compliance status, responsible PIC and review date in the register.	IM / SHO / SC / SSS / HOD / PM	OHSMS-04B; OHSMS-04C
2	<u>Workers and Worker Representatives</u> 2.1 Needs and Expectations Workers expect safe and healthy workplaces, effective controls, suitable PPE, welfare facilities, competent supervision and relevant OHS information. 2.2 Consultation and Participation Workers shall be consulted on hazards, controls, changes, incidents and OHS decisions and may report concerns without fear of retaliation. 2.3 Diverse Workforce Communication, training and welfare arrangements shall consider language, literacy, culture, disability and overseas work conditions.	SHO / SC / SSS / HOD / PM / Workers	OHSMS-05; PD-S-PRO-01
3	<u>Regulators and Statutory Authorities</u> 3.1 Requirements Authorities expect compliance with OHS laws, licences, approvals, competent-person requirements, statutory reporting and inspection obligations. 3.2 Cooperation The Company shall provide accurate information, facilitate authorised inspections and complete required corrective actions within the specified period.	IM / SHO / HOD / PM	OHSMS-06K; OCS-S-PRO-03

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Step	Activity	PIC	Reference
4	<u>Clients, Consultants and Main Contractors</u> 4.1 Project Requirements These parties expect compliance with contracts, site rules, approved work methods, permit systems, competency requirements and reporting arrangements. 4.2 Coordination The PM shall coordinate hazards, interfaces, schedules, emergency arrangements and changes affecting 132kV, 33/11kV and other M&E works.	HOD / PM / SHO / SSS	OHSMS-08P; PD-S-PRO-02
5	<u>Contractors, Subcontractors and Suppliers</u> 5.1 Their Expectations These parties expect clear specifications, hazard information, induction, access controls, coordination and timely communication of changes. 5.2 Company Expectations The Company expects competent personnel, compliant equipment, approved materials, effective supervision and adherence to OHSMS and project requirements.	HOD / PM / SHO / SSS	OHSMS-08P; PD-S-PRO-07
6	<u>Shareholders, Insurers and Other Business Parties</u> 6.1 Governance and Assurance Shareholders, Bursa Malaysia, insurers and lenders expect sound OHS governance, reliable performance information, loss prevention and business continuity. 6.2 Reporting Material OHS matters shall be reported through approved corporate, insurance and management channels.	MD / ED / IM / SHO	OHSMS-09S; OHSMS-09U
7	<u>Emergency Services, Communities and the Public</u> 7.1 Safety and Communication These parties expect safe access, controlled traffic, protected public areas and timely communication of significant hazards or emergencies. 7.2 Emergency Coordination Projects and facilities shall coordinate emergency information, access routes, contacts and response arrangements with relevant services and neighbours.	PM / SHO / SC / SSS	OHSMS-08R; PD-S-PRO-09

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Step	Activity	PIC	Reference
8	<u>Compliance Obligations and Review</u> 8.1 Determination The IM and SHO shall determine which needs and expectations become legal, contractual or other compliance obligations. 8.2 Integration Applicable obligations shall be incorporated into risk controls, objectives, procedures, training, procurement and project planning. 8.3 Review The register shall be reviewed annually and when parties, laws, contracts, activities, locations or risks change. 8.4 Communication and Records Relevant requirements and actions shall be communicated to the responsible PIC and retained as documented information.	IM / SHO / HOD / PM	OHSMS-06K; OHSMS-07N; OHSMS-09U

Verified By: Name: Eng Choon Leong Appointment: Executive Director Date: 01 September 2026	Approved By: Name: Amos Haw Chee Seng Appointment: Managing Director Date: 01 September 2026
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