



**MTDC**

MALAYSIAN TECHNOLOGY  
DEVELOPMENT CORPORATION

# Sponsorship Policy

Version 1.0, 25 Jun 2024

# SPONSORSHIP POLICY V1.0

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## 01. THE PURPOSE

Becoming a responsible corporate citizen, MTDC seek to contribute to the communities through monetary or in-kind contributions, aiming **to create visibility on technology presence and adoption in the market. At the same time;**

- To prevent undue influence on important members of MTDC who is responsible in administering or managing decision or project.
- To prevent any future activities/programmes being channelled towards gaining future benefits between involved and related parties.
- To manage negative perception on MTDC staff related to sponsorships.

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## 02. DEFINITIONS

Covers all sponsors of cash, in-kind or services and must be in compliance with MTDC Anti-Bribery and Anti-Corruption policy.

Stakeholders is defined as MTDC ecosystems company, banks, vendors, investee companies, fund recipient companies, partners, Directors, employees, MOSTI, Khazanah Nasional Malaysia and etc.

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## 03. PRINCIPLES: OUR PRACTICE

Incoming (in-bound) or outgoing (out-bound) sponsors towards the following programmes:

- MTDC External Event: Malaysian Technology Conference & Exhibition (MTCE), Road to Growth (R2G), Corporate Social Responsibility (CSR) and etc;
- MTDC Internal Event: KSRM, Annual Dinner and etc.

Create awareness and promote non-conflict of interest within the stakeholders from contributions and sponsorships because this policy is required to be read with Conflict of Interest (“COI”).

Event Management and Promotion Unit (EMP) personnel will evaluate the sponsorship proposal and if the proposal is deemed relevant and suitable, it will then obtain CEO’s approval in Senior Management Meeting before the necessary arrangement is made.

Related Documents: this policy is to be read together with:

- No-Gift policy;
- COI from Code of Business;
- Proactive Disclosure from Code of Business;

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## 03. PRINCIPLES: OUR PRACTICE

### Accountability & Transparency

- Establish effective monitoring of outcome and benefit to streamline sponsorship activities with company vision and mission and ensure compliance to MTDC Anti-Bribery and Anti-Corruption policy.
- Reporting on impact analysis for sponsorship activities.
- Company to recognise the incoming and outgoing activities for sponsorship and donation according to MACC Act Section 17A Adequate Procedures – Best Practise Handbook. This policy aims to ensure that all sponsored activities are carried out responsibly, transparently, and in accordance with the principles of good governance. By complying with this policy, MTDC and its subsidiaries can protect their reputation and ensure that contributions/donations provide maximum benefit to the community.

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## 03. PRINCIPLES: OUR PRACTICE

- Disclosure Form & Integrity Pledge.

Relevant parties involved in the sponsorship activities is responsible to complete Disclosure Form and Integrity Pledge to give assurance we are practicing clean business and adhered to the policies to maintain MTDC reputation and credibility are in line with Akta Suruhanjaya Pencegahan Rasuah Malaysia 2009.

- Completed form is to be copied to Governance, Risk and Compliance Department's email at [integrity@mtdc.com.my](mailto:integrity@mtdc.com.my) for monitoring purposes.

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## 04. PROHIBITED ACTIVITIES

- Sponsorship for any site visit/work by third party
- Sponsorship for training/workshop by third party

Prohibited activities is allowed if costs associated to it is born by MTDC.



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## 05. COMPLIANCE CHECK

Any activities sponsorship is required for a Compliance Check to safeguard MTDC's interest and protect its reputation.

Compliance Check is to be referred to:

- MTDC & its Subsidiaries: Governance, Risk & Compliance Department
- Third Party: own Compliance Department

Both MTDC and Third Party is required to make a pledge to ensure the sponsorship is free from corrupt and COI (Conflict of Interest).

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## 06. VIOLATION OF POLICY

Staff of MTDC may be subject to disciplinary action according to the MTDC (Code of Conduct) or under relevant National Criminal Laws.

Shall be addressed by employee or stakeholders by reaching to the reporting channel MTDC eWhistleB at Corporate Governance on MTDC website.

Hotline Whistleblowing Number	019 269 2775
Website - Designated MTDC eWhistleB	<a href="https://www.mtdc.com.my/eWhistleB/form">https://www.mtdc.com.my/eWhistleB/form</a>
MTDC Office Address	Head of Department, Corporate Governance Department. Ground Floor, Menara Yayasan Tun Razak, Jalan Bukit Bintang, 55100 Kuala Lumpur, Malaysia.

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## 07. ROLES AND RESPONSIBILITIES

MTDC employees, Chairman, Directors, CEO, Head of Group | Division, Head of Department, Head of Units and involved parties are all responsible for compliance with this policy.

Governance, Risk and Compliance Department is responsible for:

- Updating for a continuous improvement on this policy, as part of Adequate Procedures and ensure its suitability fits with nature of business for MTDC;
- Ensuring the compliance reviews are conducted for transparency and accountability.

Any new proposed enhancement to this policy should be referred to the Governance, Risk and Compliance Department, to be submitted to Group CEO/Senior Management Committee Meeting for consideration and decision.

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## 08. FORMS: FOR THE COMPLETION BY MTDC & THIRD-PARTY

- [Disclosure Form/Borang Pengisytiharan Kepentingan MTDC & Pihak Ketiga](#)
- [Integrity Pledge/Aku Janji MTDC & Pihak Ketiga](#)