

## 8<sup>th</sup> SHELL MALAYSIA SAFETY AWARDS (SMSA)

### Introduction

The Shell Malaysia Safety Awards ("SMSA") is intended to recognize Shell Malaysia Business Partners on commendable Health, Safety and Environment performance. It serves as a platform to promulgate success stories and serves as an inspiration to other organizations.

Winner(s) will be invited to the SMSA presentation ceremony to receive the award and certificate from the Shell Malaysia Country Chair.

### Terms and Conditions

1. Participation in the SMSA is open to all Shell Malaysia Business Partners who have valid contractual relationship with Shell Malaysia for the period of 1<sup>st</sup> January 2021 to 31<sup>st</sup> December 2021 meeting these terms and conditions. Business Partners can participate in the SMSA by submitting their nomination online via an electronic form.
2. All online applications must be submitted by close of business 15<sup>th</sup> November 2021. Any submission received after the deadline and submission of all manual applications will not be accepted.
3. The Health, Safety and Environment performance of applicants will be assessed based on the assessment period from 1<sup>st</sup> January 2021 to 31<sup>st</sup> December 2021.
4. All Shell Malaysia Business Partners who wish to apply for Upstream, Downstream and Corporate category of awards must be free of any Lost Time Incident (LTI) from 1<sup>st</sup> January 2021 to 31<sup>st</sup> December 2021 while performing business activities for Shell Malaysia. This requirement does not apply to Health, Environment and Most Improved Awards.
5. All applications will be treated as confidential and will only be reviewed by the selection committee ("the Selection Committee") and panel of judges ("the Panel of Judges") appointed by Shell Malaysia.
6. Additional evidence and/or site audit may be required at the sole discretion of the Panel of Judges.
7. The Panel of Judges together with Shell Malaysia Country Coordination Team (CCT) will decide the winner of each award in each category. The collective decision of the Panel of Judges and CCT shall be final, and NO appeal shall be allowed.
8. Shell Malaysia reserves the right to disqualify entries which contain false information/declaration.

9. Shell Malaysia has the right to withhold or refuse an award to any participating Business Partners due to an occurrence of any major or serious accident/incident between end date of the assessment period and date of award presentation.
10. Shell Malaysia reserves the right to not present any of the awards in any one (1) or more categories.
11. Shell Malaysia may, at its discretion make a post-award press statement and/or seek media coverage whereby the name of award winners may be disclosed to the press/media.
12. Shell Malaysia has the right to use the video, photo, certification etc., which was submitted as evidence in the nomination process, as material for the award presentation and celebration.
13. Tangible results and business impact are critical elements for successful nominations.
14. Category finalists may be notified personally by a phone call or email prior to the award ceremony. The award presentation and celebration will be held on 24<sup>th</sup> March 2021 in a virtual ceremony.

### Categories of Awards

There are 7 categories of awards, namely, Upstream, Downstream & Integrated Gas, Corporate, Health, Environment, Most Improved and Sustained Performance Merit Award.

Upstream, Downstream & Integrated Gas and Corporate will have three (3) award tiers each, i.e. Gold, Silver and Bronze.

Health, Environment, Most Improved and Sustained Performance will have only one (1) merit award tier each.

#### I. Upstream

Business Grouping	Example of Company
Exploration & Production Project & Technology	Sarawak Shell Berhad (SSB) Sabah Shell Petroleum Company Limited (SSPC)

#### II. Downstream & Integrated Gas

Business Grouping	Example of Company
Trading & Supply, Global Commercial, Chemicals, Retail	Shell MDS (Malaysia) Sdn. Bhd. (SMDS) Shell Malaysia Trading Sdn. Bhd. Shell Timur Sdn. Bhd. Shell New Ventures Sdn. Bhd.

III. Corporate

Business Grouping	Example of Company
Others that do not fall under Upstream & Downstream businesses i.e. Real Estate, IT, Travel, Human Resources, Financial, etc.	Shell Business Operation (SBO) Shell People Services Asia Sdn. Bhd.Shell Malaysia Limited Shell Information Technology International Sdn. Bhd.

IV. Health Merit Award

The Health Award will be awarded to the partner who demonstrates exemplary health behaviours & performance through Health Leadership, specific health targets/plan, Health Risk Management & workplace health promotion.

V. Environment Merit Award

The Environment Award will be awarded to the partner who demonstrates exemplary initiatives or best practices to manage environmental impacts from their company's activities; going beyond standard regulatory requirements.

VI. Most Improved Merit Award

The Most Improved Award will be awarded to the partner who demonstrates reduction in Lost Time Injury (LTI), Total Recordable Case Frequency (TRCF), High Potential Incidents (HPI), Loss of Primary Containment (LOPC), 12 Life-Saving Rules violation, Unsafe Act/Unsafe Condition reporting and improvement of Greenbanding/7 pillars assessment year on year for last 3 consecutive years, 2019, 2020 and 2021.

VII. Sustained Performance Merit Award

The Sustained Performance Award will be awarded to the partner who demonstrates sustained HSSE performance in Lost Time Injury (LTI), Total Recordable Case Frequency (TRCF), High Potential Incidents (HPI), Loss of Primary Containment (LOPC), 12 Life-Saving Rules violation, Unsafe Act/Unsafe Condition reporting and Greenbanding/7 pillars assessment year on year for last 3 consecutive years, 2019, 2020 and 2021.