

## Assessment Topic 7: Halal Committee Assessment

The Halal Committee (“HC”) Assessment will be facilitated via the use of HC Assessment Form, with assessment criteria for self-assessment by each HC member. The HC Assessment Form contains the following areas of assessment:

- Section A: Composition and governance;
- Section B: Meeting administration and conduct;
- Section C: Skills and competencies;
- Section D: The duties and responsibilities of the HC;
- Section E: Disclosure; and
- Assessment questions relevant to the Chairman of the Halal Committee.

The questionnaire should be completed using the grading system of “Satisfactory”, “Good” or “Excellent”, represented by ‘S’, ‘G’ and ‘E’ respectively.

The criteria for the HC Assessment Form were customised to meet the needs of Duopharma. The assessment criteria for the RMC Assessment are summarised as follows:

<b>Assessment criteria</b> <i>(Note: additional comments can be included beside the grading)</i>	<b>Grading</b>
<b>Section A: Composition and governance</b>	
1. Does the composition of the HC allow for HC members to exercise objectivity and independence in performing their duties and responsibilities?	
2. Has the HC undertaken measures to co-ordinate with other Board Committees in order to prevent overlaps or duplications of duties in the overall stewardship of the Group’s Halal Pharmaceuticals Agenda (“HPA”)? <i>For this question, please provide comments below.</i>  Comments:	

<b>Assessment criteria</b> <i>(Note: additional comments can be included beside the grading)</i>	<b>Grading</b>
<b>Section B: Meeting administration and conduct</b>	
3. Are the meeting minutes of the HC meetings complete, accurate and circulated in a timely manner? Does the minutes reflect the key elements of debates, details of recommendations and agreed-upon follow-up actions and are meeting materials succinctly presented in a concise and comprehensible manner?	
<b>Section C: Skills and Competencies</b>	
4. Do the HC members exhibit appropriate understanding of the halal pharmaceutical industry, and have a wide range of knowledge and expertise (especially in Shariah law) required to perform the HC's duties and responsibilities?	
5. To what extent do the HC members stay abreast of the latest halal pharmaceutical standards, practices and regulations?	
<b>Section D: The duties and responsibilities of the HC</b>	
6. Does the HC ensure alignment and integration of the HPA with other relevant overarching initiatives including formulation of strategies, development of business plans, budgeting process and performance review of Duopharma?	
7. To what extent does the HC engage and provide direction to Management on identification of strategic opportunities, building potential business partnerships and maintaining strong relationships with key stakeholders/partners in advancing Duopharma's halal initiatives.  <u>Explanatory note:</u> Key stakeholders/partners for Duopharma in the area of halal pharmaceutical include, amongst others, regulatory and governmental bodies (i.e. National Pharmaceutical Control Bureau, Ministry of Health, SIRIM, Halal Industry Development Corporation), religious councils and bodies (i.e. Department of Islamic Development Malaysia (JAKIM)), halal industry advocates (i.e. Malaysia International Halal Showcase (MIHAS)) as well as research institutions and universities.	
8. Does the HC escalate and make recommendations in a timely manner to the Board or the RMC on risks related matters that may impact or impede Duopharma's Halal integrity?	

<b>Assessment criteria</b> <i>(Note: additional comments can be included beside the grading)</i>	<b>Grading</b>
<b>Section E: Disclosure</b>	
9. Are there forthcoming disclosures on Duopharma’s formalised halal policy/agenda/initiatives including a description on the nexus with Duopharma’s overall strategy? <i>For this question, please provide comments below.</i>  Comments:	
<b>Additional Comments</b>	

**Assessment questions relevant to the Chairman of the Halal Committee:**

<b>Assessment criteria</b> <i>(Note: additional comments can be included beside the grading)</i>	<b>Individual Director’s grading (self-assessment, including by the Chairman)</b>
10. The HC Chairman possess a profound understanding of the halal pharmaceutical industry and market and he leads the Committee in an effective manner by lending his expertise in deliberations and strategies.	
11. The HC Chairman establishes and maintains a good working relationship with Management in providing oversight over the sustainability of the Group’s Halal integrity in matters of policy, strategies, Halal Assurance Management System (HAS) and Halal-related Research & Development (R&D) initiatives, within the Group.	
12. The HC Chairman coordinates and streamlines all key decision-making on halal risk related matters with other relevant Board Committees and advises the Board appropriately to ensure that the Company continues to be a Shariah-compliant security?	