



2018 MALAYSIA BENEFITS SUMMARY

Employees are eligible for most benefits programs on the first day of employment.

Holidays: 17 paid holidays.

Vacation: Employees shall be granted 12 vacation days on a prorated basis for less than 2 years of service.

Retirement: Employees Provident Fund (EPF) in excess of the statutory EPF contribution is:

- 2% for more than 1 year of service and below 4 years of service
- 3.5% for more than 4 years of service.

Healthcare:

- **Generalist Outpatient** – An employee, one legal spouse and their dependent children are eligible to receive medical attention and treatment from company panel doctors. If employee chooses to obtain necessary care and treatment from a non-panel doctor, pay first and claim in accordance with the Health Plan Policy.
- **Specialist Consultation** – For Specialist Consultation, a referral letter from company panel doctor or In-Plant visiting doctor to a specialist is required. The Company will cover the Specialist Consultation in accordance with the Health Plan Policy.
- **Dental / Optical Subsidy** – Employees are entitle for the dental/optical care and treatment in accordance with the Health Plan Policy.
- **Maternity benefit** – Employees/spouse are entitled for Maternity (pre/post-natal visits and delivery cost) in accordance with the Health Plan Policy.
- **Hospitalization & Surgical benefit** – Employees, one legal spouse and their dependent children are eligible for Hospitalization & Surgical benefits in accordance with the Health Plan Policy.

Disability/Life Insurance:

- **Total & Permanent disability:** 36 x monthly basic salary.
- **Death & Loss of body part due to accident:** 36 x monthly basic salary.

Leaves:

- **Sick Leave:** 14 days per year for the first 2 years of service.
- **Maternity Leave:** 60 consecutive days for birth up to 5 surviving child.
- **Paternity Leave:** Male employees are eligible to 2 working days leave for the birth of their own child up to 5 surviving child.
- **Marriage Leave:** 5 days leave for first legal marriage per employment.
- **Compassionate Leave:** 3 consecutive working days on the death of their immediate family member.
- **Child marriage Leave:** 1 day marriage of legal child.

Employee Stock Purchase Plan: Employees are eligible to participate in the Stock Purchase Plan after 90 days of employment.

Other Benefits:

- **Vehicle Purchase Interest Subsidy** – The Company shall subsidize employees seventy percent (70%) of the interest incurred per annum. The minimum repayment period for each loan shall be 12 months and the maximum repayment period shall be 60 months.
- **Education Assistance** – The Company encourages the employee to further study by providing the education assistance. Employee who has served 3 years can opt for a diploma, degree or master or PhD program as approved by the company.
- **Gift for Retirees** – Employee will receive appreciation retirement gift from the Company when attaining the age of 60 or optional retirement age of 55 or 56 or 57 or 58 or 59.
- **Child Birth Gift** – The Company will provide maternity hamper for female employees and registered spouse who are hospitalized.
- **Birthday Gift** – All employees will receive greeting card & birthday gift from the Company.
- **Professional Membership** – IDL employee is entitled to reimburse 100% of one professional membership per year according to his/her profession/job needs.