

MANUAL – eDaftar POLICY

June 2024 Version 2.1 (English)

FGV HOLDINGS BERHAD (Formerly known as Felda Global Ventures Holdings Berhad) Group Procurement Division, Level 13, Wisma FGV, Jalan Raja Laut, 50350, Kuala Lumpur





At the eDaftar login screen, please login by using eDaftar username and password. Click button proceed.



BE EN ME BM			FOV
	eDaftar System 2.0	Welcome to eDaftar System 2.0	
	Company Registration Number	eDaftar System 2.0 is a one stop centre for FGV vendor registration system. The journey of a thousand miles begins with one step. Become a vendor for FGV Holdings Berhad today.	
	Log In Forgot password? (Click to reset) Do not have an account (Vendor)?	User Manual 1: New Vendor Registration User Manual 2: Renew Vendor Registration User Manual 3: Vendor Update Category Code User Manual 4: Foreign Vendor User Manual User Manual 5: Update Confidentiality Agreement (CA) User Manual 5: Forgot password User Manual 7: Policy	
	Register as FGV vendor	User Manual 8: Update Bank Code Category Code: List of Category Code FGV eP Portal : Invitation to Tender Templat Kontrak TKA (Kontraktor) Templat Kontrak Tempatan (Kontraktor)	
	FGY HOLDINGS BERHAD GROUP PROCUREMENT LEVEL 13, EAST WING, WISMA FGV, JALAN RAJA LAUT, 50350 KIJAL LUMPR/MALAYSIA	For registration inquiries, please email to: scrm@fgyholdings.com Hotline: 03-2789 0268 / 03-2789 0269 Working hours: 9.00 AM to 5.00 PM Break time (Monday to Thursday): 1:00 PM to 2:00 PM	

Information

Flag	Description
🔀 EN 🔤 BM	eDaftar support multiple languages: 1. EN – English 2. BM – Bahasa Malaysia User Manual dalam Bahasa Malaysia terdapat dibahagian bawah

After login, the pop-up message will appear if FGV policy not updated. Click button to proceed.

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Weav Profile =	Company Info	(i)	ning 💽	Application Form
	Company Mane Land Access Cestificate No. Experied Date Unter Manual	Please update FGV Confidentiality Agreement No Git, enternament polic POWO 2013 terms and condi	policy:	vivasce List Certificate
	Company Profile	Update Last Update: 17 43-2022	de Update Total Vodare 0	Certificate Status Update Remark: 0 Expired on Certificate
	Status:	Status:	Status:	Status: Perificie Asse







Please be informed that all FGV Policies has to be digitally accepted by one of the

- Board of Directors
- Shareholders
- Capital/Equity/Owners of the Company.

1. <u>No Gifts, Entertainment Policy</u>

At eDaftar Home > No gifts, entertainment policy section.

Company Profile	Update SSM/Registration Document	Category Code	Certificate Status
Update Last Update: 05-09-2019 Status: 05-09-	Update Last Update: 05-09-2019 Status: ^{Double}	Update Total Update: 0 Status: @www.	Update Remark: 1 Expired on Certificate Status: Certificate Spired
Sales & Service Tax	Confidentiality Agreement	No gifts, entertainment policy	PO/WO 2013 terms and conditions
Update Status: diouze	Update Date: 06-08-2019 Status: CAtegore (2)	Update Date: 21-03-2017 Status: Neodos Koing Expend	Update Date: 21-03-2017 Status: tCourse (2) (2)
Supplier Code of Conduct (SCOC)	Environmental Policy Statement	Request Cancellation Registration	
Update Date: 21-03-2017 Status: Scot Creared (2) (2)	Update Date: 21-03-2017 Status: Concensed Pulicy Expired	Apply Date: N/A Status: N/A	
	0		
Copyright FGV Holdings Berhad (Formerly known as Fel	lda Global Ventures Holdings Berhad) (800165-P). All rig	hts reserved © 2018	

No gifts, entertainment policy	
Update	
Date: 21-03-2017 Status: No Gifts Policy Expired 🔀 🔯	View policy
	→ View acceptance

1.1 Update No Gifts, Entertainment Policy

Click button Update to update No gifts, entertainment policy information.







Read the policy then tick the checkbox acceptance and fill in . Then click the 'Save' button.

gener	* The Recipient hereby agrees to the terms and conditions stated in the External Gift, Entertainment & Hospitality Policy above. For avoidance of doubt, this is computer generated document hence no signature is required from FGV.						
Date *	,	Owne	r/Director Name *				
61	13/06/2024		MUHAMMAD BIN AHMAD				
IC / Pa	IC / Passport * Designation *						
a 520315111009		a,	Director				
	Save						

1.2 View Acceptance



1.3 View Verification No Gifts, Entertainment Policy

Click button *(i)* for view and download policy.





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2. PO/WO 2013 Terms and Conditions.

At eDaftar Home > PO/WO 2013 terms and conditions section.

	Company Profile	Update SSM/Registration Document	Category Code	Certificate Status
	Update	Update	Update	Update
	Last Update: 05-09-2019 Status: Diuble	Last Update: 05-09-2019 Status: Ottable	Total Update: 0 Status: Ostable	Remark: 1 Expired on Certificate
			_	
	Sales & Service Tax	Confidentiality Agreement	No gifts, entertainment policy	PO/WO 2013 terms and conditions
	Update	Update	Update	Update
	Status: Disable	Date: 06-08-2019	Date: 21-03-2017	Date: 21-03-2017
		Status: CA Espired	Status: No Gifts Policy Explored	Status: Te topved
	Supplier Code of Conduct (SCOC)	Environmental Policy Statement	Request Cancellation Registration	
	Update	Update	Apply	
	Date: 21-03-2017	Date: 21-03-2017	Date: N/A	
	Status: scoc topined (2)	Status: Environmental Policy Expired	Status: N/A	
			rights reserved @ 2018	
	Copyright FGV Holdings Berhad (Formerly known	as reida Giobai ventures Holdings bernadi (800105-1), A		
PO/WO UI Date: 2 Status:	2013 terms and o pdate 1-03-2017 TC Expired	conditions	Update View pol View acc	icy eptance

Click button Update DO/WO 2013 terms and conditions information.





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WO 2013 Terms and Cond	itions			
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	Terms and Conditions PO/WO 1/2013	1		
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Read the policy then tick the checkbox acceptance and fill in . Then click the 'Save' button.

signat	* The Recipient hereby agrees to the terms and conditions stated in the PO/WO 2013 above. For avoidance of doubt, this is computer generated document hence no signature is required from FGV.						
Date *	,	Owne	r/Director Name *				
Ê	13/06/2024 Image: Muthammad Bin Ahmad						
IC / Pa	IC / Passport * Designation *						
a,	520315111009	a,	Director				
Sa	ve	Save					

2.2 View Acceptance

Click button for view and download acceptance.



2.3 View Verification PO/WO 2013 terms and conditions

Click button *(Interpretention)* for view and download policy.





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3. <u>Supplier Code of Conduct (SCOC)</u>

At eDaftar Home > Supplier Code of Conduct (SCOC) section.

	Company Profile	Update SSM/Registration Document	Category Code	Certificate Status
	Update	Update	Update	Update
	Last Update: 05-09-2019 Status: Oneble	Last Update: 05-09-2019 Status: Divelle	Total Update: 0 Status: Duale	Remark: 1 Expired on Certificate
		_		
	Sales & Service Tax	Confidentiality Agreement	No gifts, entertainment policy	PO/WO 2013 terms and conditions
	Update	Update	Update	Update
	Status: Disable	Date: 06-08-2019	Date: 21-03-2017	Date: 21-03-2017
		Status: CA Expired	Status: No Gifts Policy Expired [Status: TC Expired
	Supplier Code of Conduct (SCOC)	Environmental Policy Statement	Request Cancellation Registration	
	Undate	Uvdate	Apply	
	Date: 21-03-2017	Date: 21-03-2017	Date: N/A	
	Status: SCOC Expired (2)	Status: Environmental Policy Expired	Status: N/A	
•	Copyright FGV Holdings Berhad (Formerly known a	as Felda Global Ventures Holdings Berhad) (800165-P). Al	I rights reserved © 2018	
Supplier	Code of Conduct	t (SCOC)	Undete	
			Update	
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Date: 2	1-03-2017			
Date. 2	1-03-2017		View po	olicy
Ctature			· · ·	
Status.	SCOC Expired			
			View ac	ceptance
21 11 1				
5.1 Update	Supplier Code of	Conduct (SCOC).		

Click button Update to update Supplier Code of Conduct (SCOC) information.





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Read the policy then tick the checkbox acceptance and fill in . Then click the 'Save' button.

docun	The Recipient hereby agrees to the terms and conditions stated in the Supplier C nent hence no signature is required from FGV.	ode of Co	nduct (SCOC) above. For avoidance of doubt, this is computer generated				
✓*	* Click here to view the SCOC online briefing.						
Date *	•	Owne	r/Director Name *				
Ê	13/06/2024 🌢 MUHAMMAD BIN AHMAD						
IC / Pa	C / Passport * Designation *						
94	520315111009	04	Director				
	Save						

3.2 View Acceptance

Click button for view and download acceptance.



3.3 View Verification Supplier Code of Conduct (SCOC).

Click button for view and download policy.





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4. Environmental Policy Statement

At eDaftar Home > Environmental Policy Statement section.

	Company Profile	Update SSM/Registration Document	Category Code	Certificate Status
	Update Last Update: 05-09-2019 Status: counte	Update Last Update: 05-09-2019 Status: Double	Update Total Update: 0 Status: Conacie	Update Remark: 1 Expired on Certificate Status: Continens Repared
	Sales & Service Tax	Confidentiality Agreement	No gifts, entertainment policy	PO/WO 2013 terms and conditions
	Update Status: Onume	Update Date: 06-08-2019 Status: Coloquead 1	Update Date: 21-03-2017 Status: Mascake Autory Legundel 👔 🗿	Update Date: 21-03-2017 Status: Tecanear (1) (3)
	Supplier Code of Conduct (SCOC) Update Date: 21-03-2017 Status: COC Levent (2) (2)	Environmental Policy Statement Update Date: 21-05-2017 Status: Terementer Alers Forent	Request Cancellation Registration	
_	Convelopt FGV Holdines Barbad (Formariv known as	E Felda Global Ventures Holdines Berbadt/800165-PL All	Irights reserved @ 2018	
Environm	ental Policy Statem	lent	Update	
Date: 21- Status:	03-2017 Environmental Policy Expir	ed [View acceptan	се
			View policy	

4.1 Update Environmental Policy Statement.

	Update		
Click button	· · ·	to update Environmental Policy	y Statement information.







Read the policy then tick the checkbox acceptance and fill in . Then click the 'Save' button.

* The Recipient hereby agrees to the terms and conditions stated in the Environmental Policy Statement above. For avoidance of doubt, this is computer generated document hence no signature is required from FGV.								
Date *	Date * Owner/Director Name *							
Ê	13/06/2024	MUHAMMAD BIN AHMAD						
IC / Passport * Designation *								
a,	k 520315111009 4 Director							
	Cancel Save							

4.2 View Acceptance

Click button for view and download acceptance.



4.3 View Verification Environmental Policy Statement

Click button *(I)* for view and download policy.





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MANUAL – eDaftar POLICY

June 2024 Version 2.1 (Malay)

FGV HOLDINGS BERHAD (Formerly known as Felda Global Ventures Holdings Berhad) Group Procurement Division, Level 13, Wisma FGV, Jalan Raja Laut, 50350, Kuala Lumpur





Pada halaman log masuk eDaftar, sila log masuk menggunakan username dan kata laluan eDaftar. Klik butang



Information

Flag	Description
🌐 EN 🖳 BM	eDaftar support multiple languages: 1. EN – English 2. BM – Bahasa Malaysia

Selepas loh masuk, mesej pop-up akan muncul sekiranya FGV Polisi belum dikemaskini. Klik butang untuk meneruskan penerimaan.







Sila ambil maklum bahawa semua polisi FGV perlu diterima secara digital oleh salah seorang :

- Lembaga Pengarah
- Pemegang Saham
- Pemilik Syarikat

1. <u>No Gifts, Entertainment Policy</u>

Pada halaman eDaftar Home, sila pilih bahagian No gifts, entertainment policy.

Company Profile	Update SSM/Registration Document	Category Code	Certificate Status
Update Last Update: 05-09-2019 Status: Deate	Update Last Update: 05-09-2019 Status: Owner	Update Total Update: 0 Status: Double	Update Remark: 1 Expired on Certificate Status: Certificate
Sales & Service Tax	Confidentiality Agreement	No gifts, entertainment policy	PO/WO 2013 terms and conditions
Update Status: Duale	Update Date: 06-08-2019 Status: CAtapanel 2	Update Date: 21-03-2017 Status: Redots Reizo Expense (2) (3)	Update Date: 21-03-2017 Status: Et couvel 2 2
Supplier Code of Conduct (SCOC)	Environmental Policy Statement	Request Cancellation Registration	
Update Date: 21-03-2017 Status: Scot trained (B) (B)	Update Date: 21-03-2017 Status: Tentramenda Pulicy Segure 2	Apply Date: N/A Status: N/A	
	0		

No gifts, entertainment policy	
Update	→ Update
Date: 21-03-2017 Status: No Gifts Policy Expired	View policy
	→ View acceptance

1.1 Kemaskini No Gifts, Entertainment Policy

Klik butang Update untuk kemaskini maklumat No gifts, entertainment policy.







Baca polisi dan tandakan pada kotak penerimaan dan masukkan maklumat yang diperlukan. Kemudian klik butang 'Save' untuk melengkapkan penerimaan polisi.

* The Recipient hereby agrees to the terms and conditions stated in the External Gift, Entertainment & Hospitality Policy above. For avoidance of doubt, this is computer generated document hence no signature is required from FGV.								
Date *	Date * Owner/Director Name *							
**	13/06/2024	MUHAMMAD BIN AHMAD						
IC / Pa	issport *	Designation *						
9.	𝔩 520315111009 𝔩 Director							
	Save							

1.2 Lihat Penerimaan

Klik butang 🕑 untuk melihat penerimaan.

	No gifts, Entertainment, Hospitality Policy		× e Status	
≡ 1176857-V	1 / 1 - 100% + CI Ø	± 6	E Expired o	n Certificate
	No Gifts, Entertainment or Hospitality Policy		113 terms a	nd conditions
	No GRs, Entertainment or Hospitality Policy The Recipient hereby agrees to the terms and conditions stated in the External Gift, Entertainment & Hospitality Policy above. For evoldance of doubt, this is computer generated document here on signature in engular form GVU.		03-2017 TElajoret	00
	Date : 21-03-2022 Name of Company Director (as per SSM record) : Test IC Number : 90 (1025145222 Designation : Programmer			

1.3 Lihat Verification No Gifts, Entertainment Policy

Klik buatng 🙆 untuk melihat polisi.





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2. PO/WO 2013 Terms and Conditions.

Pada bahagian eDaftar Home > PO/WO 2013 terms and conditions.

	Company Profile	Update SSM/Registration Document	Category Code	Certificate Status		
	Update	Update	Update	Update		
	Last Update: 05-09-2019 Status: Disable	Last Update: 05-09-2019 Status: Disable	Total Update: 0 Status: Disable	Remark: 1 Expired on Certificate Status: Certificate Supired		
	Sales & Service Tax	Confidentiality Agreement	No gifts, entertainment policy	PO/WO 2013 terms and conditions		
	Update	Update	Update	Update		
	Status: Disable	Date: 06-08-2019	Date: 21-03-2017 Status: No Giba Datixy Several 00 0	Date: 21-03-2017		
	Supplier Code of Conduct (SCOC)	Environmental Policy Statement	Request Cancellation Registration			
	Update	Update	Apply			
	Date: 21-03-2017	Date: 21-03-2017	Date: N/A Status: N/A			
	Status: scoc Expired	Status: Environmental Policy Expired				
8	Copyright FGV Holdings Berhad (Formerly known as I	elda Global Ventures Holdings Berhad) (800165-P). All r	rights reserved © 2018			
PO/WO 2	2013 terms and c	onditions				
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Up Up	date					
Date: 21	1-03-2017		View noli	CV		
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Status:	TC Expired	А				
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2.1 Kemask	tini PO/WO 2013 t	erms and conditior	18.			

Klik butang Update untuk kemaskini maklumat PO/WO 2013 terms and conditions.





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0/WO 2013 Terms and Conditions							
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Baca polisi dan tandakan pada kotak penerimaan dan masukkan maklumat yang diperlukan. Kemudian klik butang 'Save' untuk melengkapkan penerimaan polisi.

* The Recipient hereby agrees to the terms and conditions stated in the PO/WO 2013 above. For avoidance of doubt, this is computer generated document hence no signature is required from FGV.								
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2.2 Lihat Penerimaan

Klik butang 🕑 untuk melihat penerimaan.

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	Date : 21-03-2022 Name of Company Director (as per SSM record) : test LC Naruber : 99/0251492222 Designation : Programmer		
	Close	all Screen Download	

2.3 Lihat Verification PO/WO 2013 terms and conditions

Klik butang 🙆 untuk melihat polisi.





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3. <u>Supplier Code of Conduct (SCOC)</u>

Pada bahagian eDaftar Home > Supplier Code of Conduct (SCOC).

	Company Profile	Update SSM/Registration Document	Category Code	Certificate Status
	Update Last Update: 05-09-2019	Update Last Update: 05-09-2019	Update Total Update: 0	Update Remark: 1 Expired on Certificate
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	Update Status: Onestee	Update Date: 06-08-2019	Update Date: 21-03-2017	Update Date: 21-03-2017
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	Supplier Code of Conduct (SCOC) Update	Environmental Policy Statement	Request Cancellation Registration	
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2	Copyright FGV Holdings Berhad (Formerly known as Fe	ida Global Ventures Holdings Berhad) (800165-P). All rig	ths reserved © 2018	
_				
Supplier	Code of Conduct ((SCOC)		
			Update	
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Date: 21	-03-2017		View po	licy
Status:	SCOC Expired			
			►View acc	ceptance
3.1 Kemaski	ini Supplier Code o	of Conduct (SCOC).	

Klik butang untuk kemaskini maklumat Supplier Code of Conduct (SCOC).







Baca polisi dan tandakan pada kotak penerimaan dan masukkan maklumat yang diperlukan. Kemudian klik butang 'Save' untuk melengkapkan penerimaan polisi.

docur	The Recipient hereby agrees to the terms and conditions stated in the Supplier (nent hence no signature is required from FGV.	Code of Co	nduct (SCOC) above. For avoidance of doubt, this is computer generated
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IC / Pa	issport *	Desig	nation *
a,	520315111009	Q.	Director
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3.2 Lihat penerimaan

Klik butang 🙆 untuk melihat penerimaan.

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3.3 Lihat Verification Supplier Code of Conduct (SCOC)

Klik butang untuk melihat polisi.





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4. Environmental Policy Statement

Pada bahagian eDaftar Home > Environmental Policy Statement.

	Company Profile	Update SSM/Registration Document	Category Code	Certificate Status
	Update Last Update: 05-09-2019 Status: Countin	Update Last Update: 05-09-2019 Status: Blandie	Update Total Update: 0 Status: Counting	Update Remark: 1 Expired on Certificate Status: Certificate Status
	Sales & Service Tax	Confidentiality Agreement	No gifts, entertainment policy	PO/WO 2013 terms and conditions
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	Supplier Code of Conduct (SCOC) Update Date: 21-03-2017 Status: Coccess @ 0	Environmental Policy Statement Update Date: 21-03-2017 Status: @rakeneened Policy Expert	Request Cancellation Registration Apply Date: N/A Status: N/A	
2	Cepyright PGV Holdings Berhad (Formerly known as	Velda Global Ventures Holdings Berhad) (800165-P). All	ights reserved © 2018	
Environm	ental Policy Statem	ent	Update	
Upo	late			
Date: 21-	03-2017		View accentan	<u>م</u>
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			View policy	

4.1 Kemaskini Environmental Policy Statement.

	Update	
Klik butang	· · · · · · · · · · · · · · · · · · ·	untuk kemaksini maklumat Environmental Policy Statement.







Baca polisi dan tandakan pada kotak penerimaan dan masukkan maklumat yang diperlukan. Kemudian klik butang 'Save' untuk melengkapkan penerimaan polisi.

✓ *	* The Recipient hereby agrees to the terms and conditions stated in the Environmental Policy Statement above. For avoidance of doubt, this is computer generated			
uocui	nent nence no signature is required from Fov.			
Date	•	Owne	r/Director Name *	
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a,	520315111009	a,	Director	
	Cancel Save			

4.2 Lihat penerimaan

Klik butang Duntuk lihat penerimaan.

	Environmental Policy Statement	* Status
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	Date : 21-03-2022	

4.3 Lihat Verification Environmental Policy Statement

Klik butang untuk melihat polisi.





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-TAMAT-