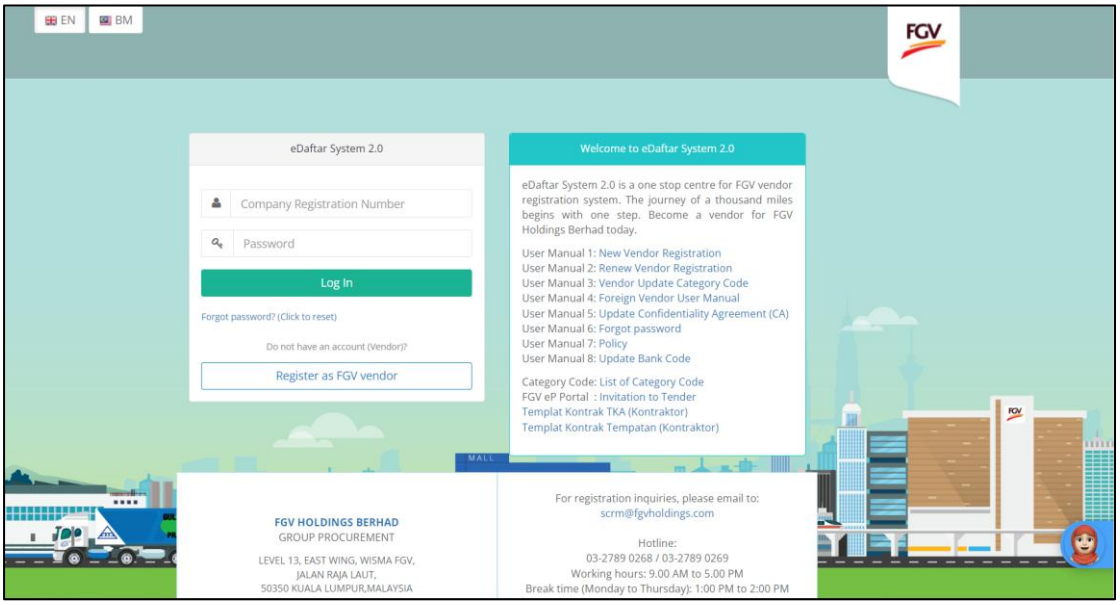
MANUAL – eDaftar (Vendor)

POLICY

October 2025
Version 2.2

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

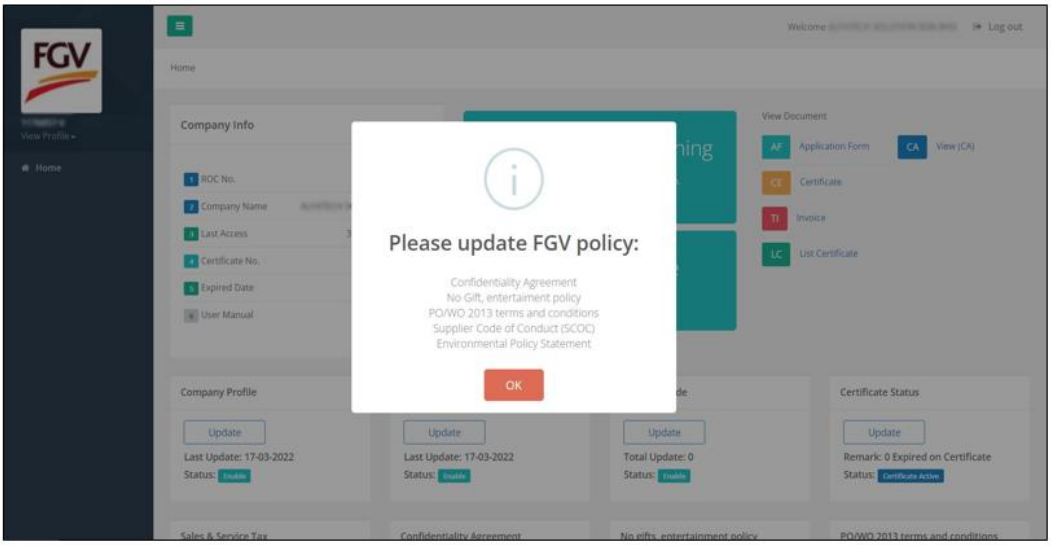
At the eDaftar login screen, please login by using eDaftar username and password. Click button Login to proceed.



Information

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

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

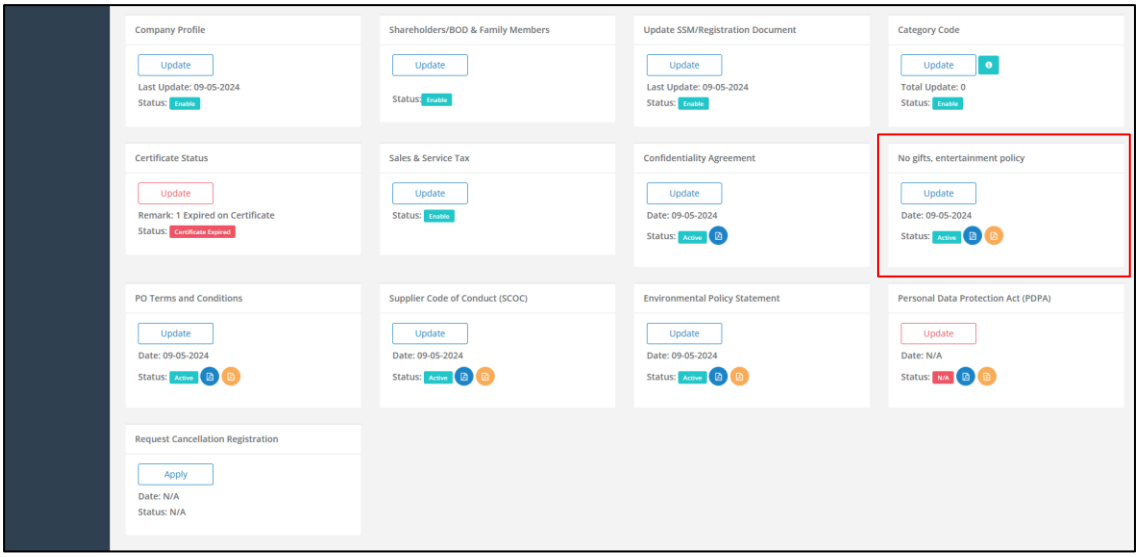


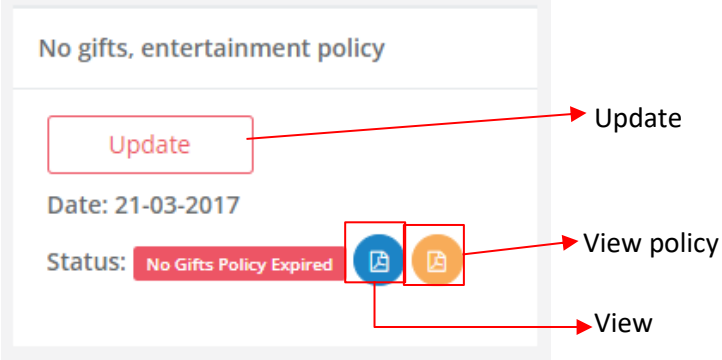
Please be informed that all FGV Policies has to be digitally accepted by one of the
- Board of Directors
- Shareholders
- Capital/Equity/Owners of the Company.

Note: Users/vendors may update policy information at any time. There is no time limit or restriction.

1. No Gifts, Entertainment Policy

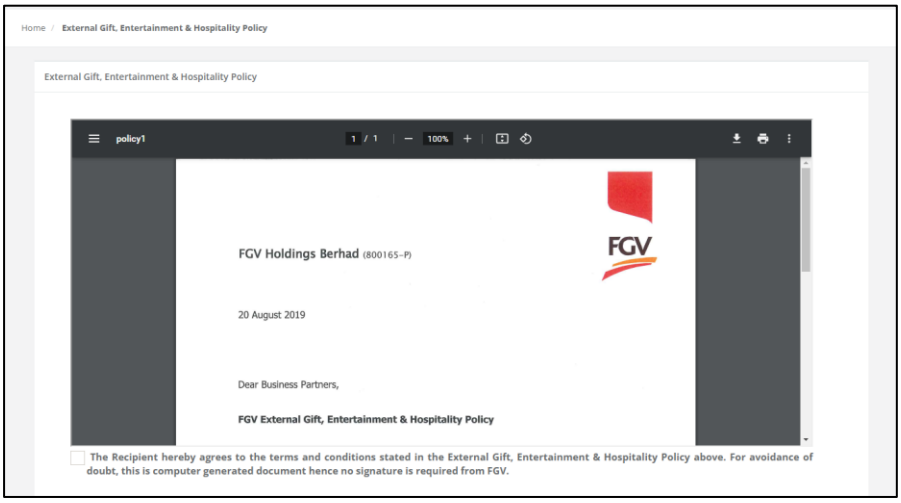
At eDaftar Home > No gifts, entertainment policy section.



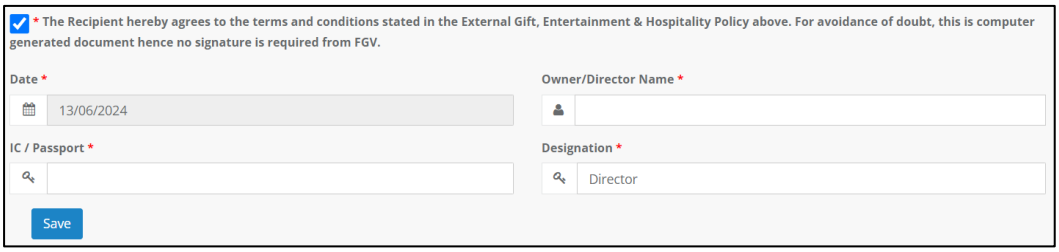


1.1 Update No Gifts, Entertainment Policy

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

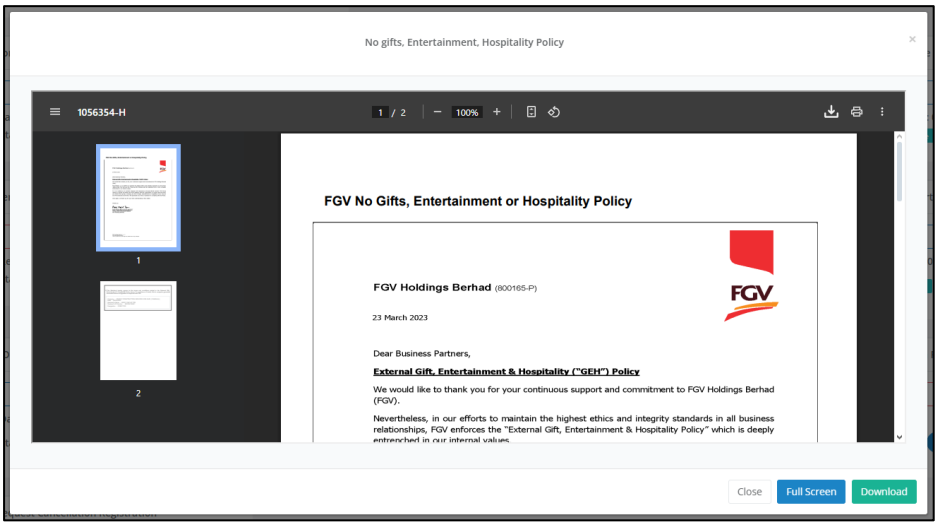


Read the policy then tick the checkbox acceptance and fill in . Then click the 'Save' button.



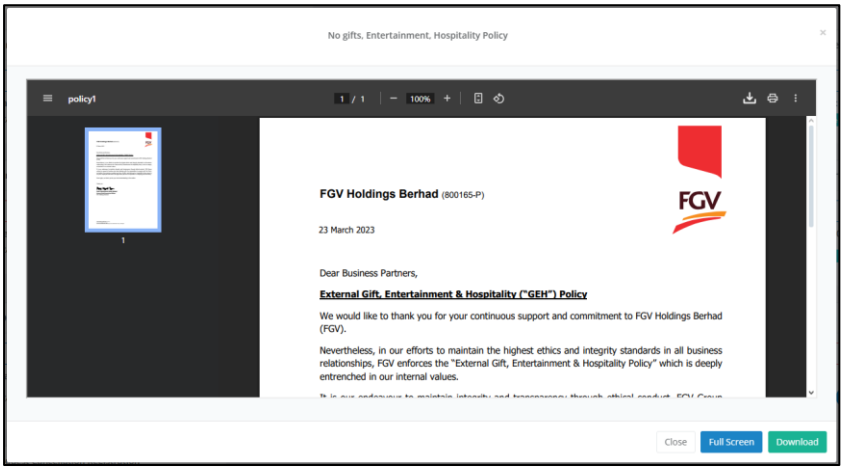
1.2 View Acceptance

Click button  for view acceptance.



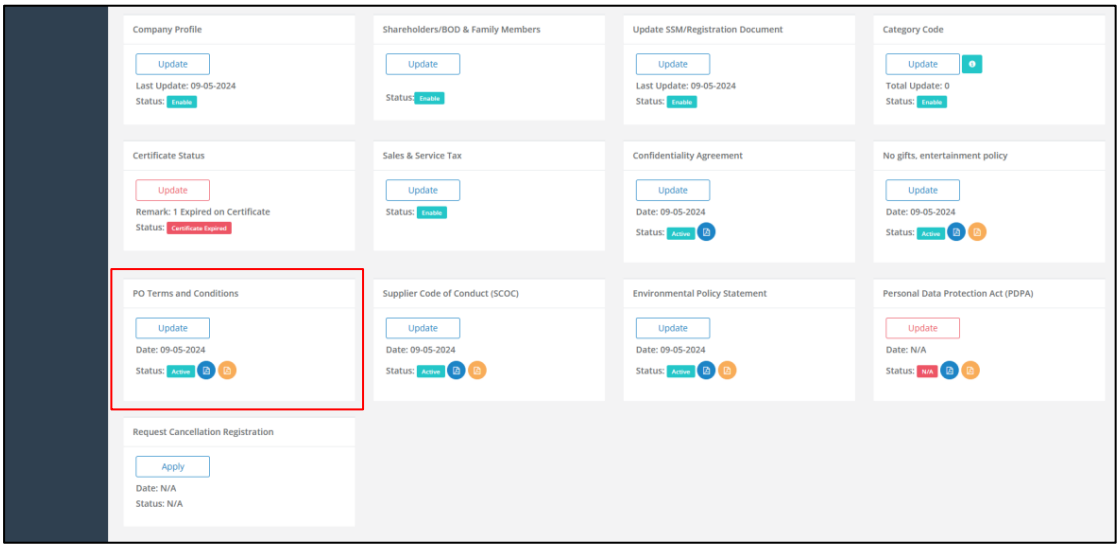
1.3 View Verification No Gifts, Entertainment Policy

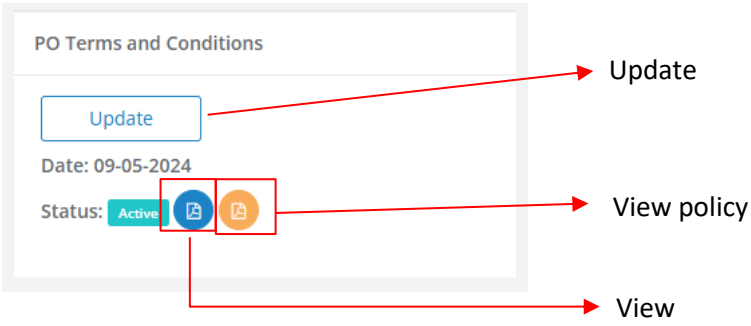
Click button  for view policy.



2. PO Terms and Conditions.

At eDaftar Home > PO terms and conditions section.



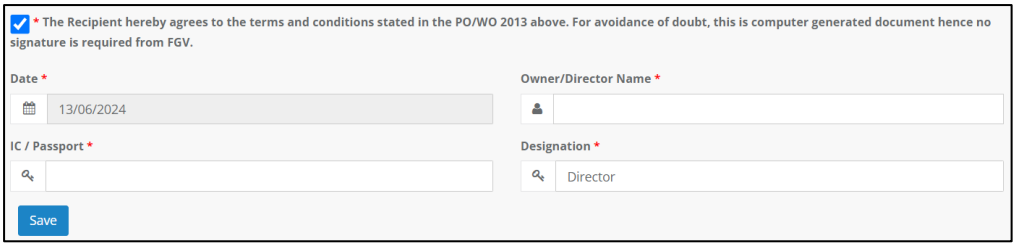


2.1 Update PO terms and conditions.

Click button Update to update PO terms and conditions information.

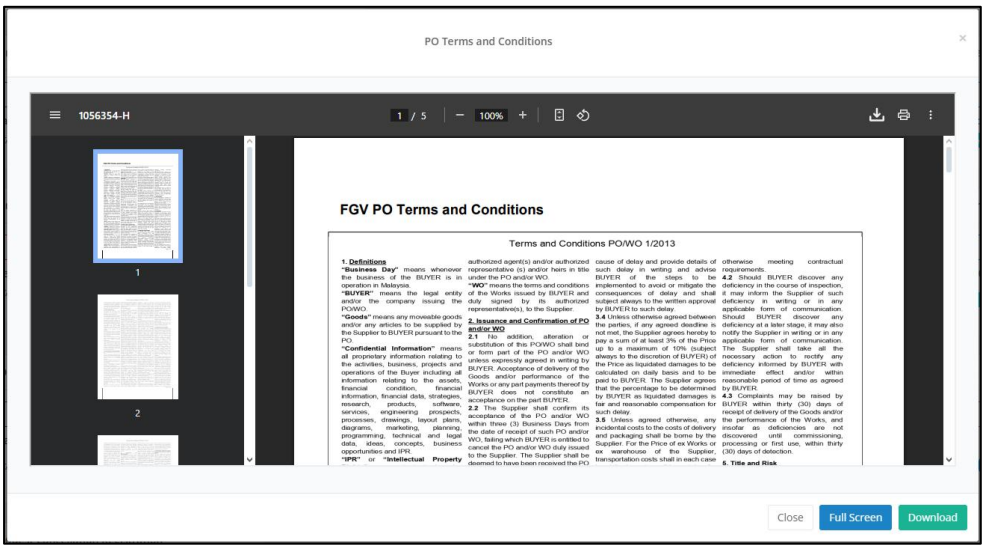


Read the policy then tick the checkbox acceptance and fill in . Then click the 'Save' button.



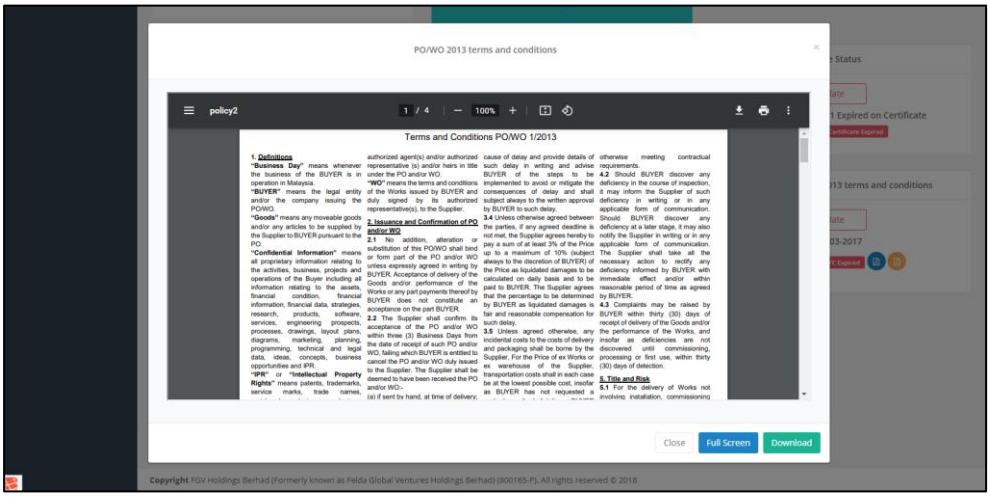
2.2 View Acceptance

Click button for view acceptance.



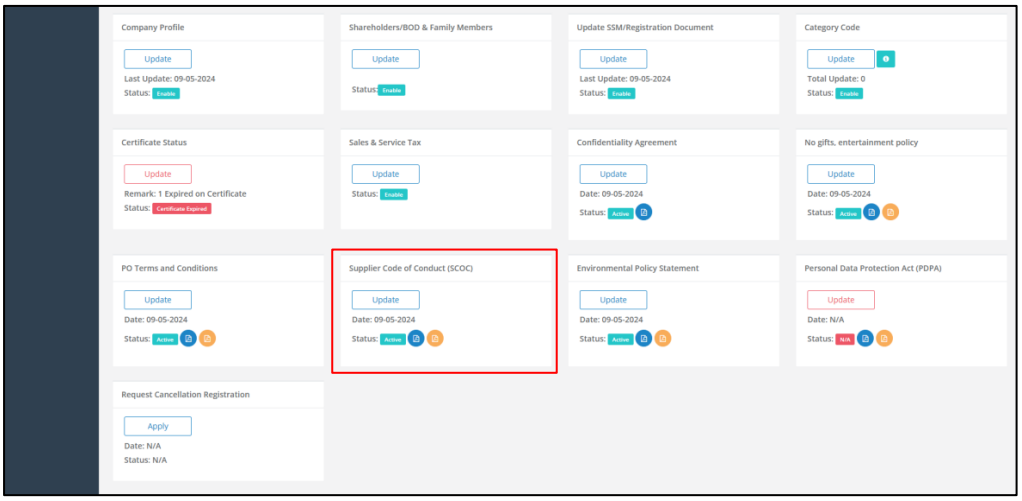
2.3 View Verification PO terms and conditions.

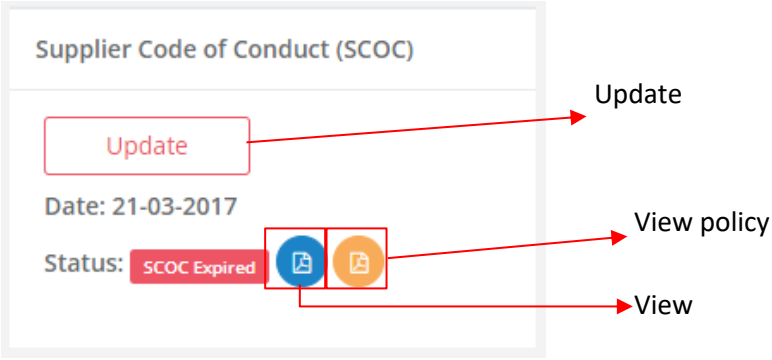
Click button for view policy.



3. Supplier Code of Conduct (SCOC)

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



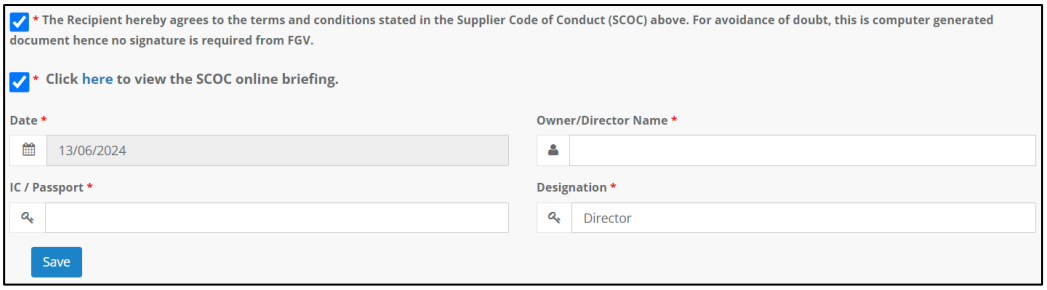


3.1 Update Supplier Code of Conduct (SCOC).

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

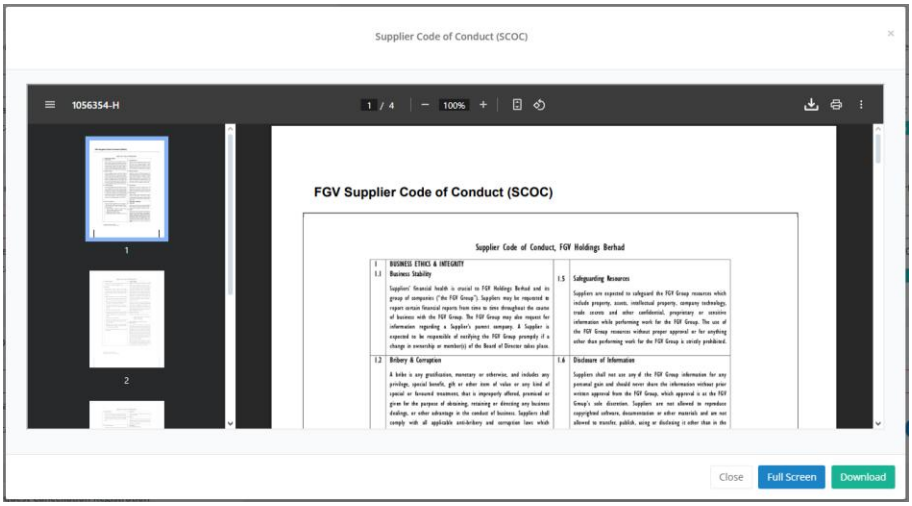


Read the policy then tick the checkbox acceptance and fill in . Then click the ‘Save’ button.



3.2 View Acceptance

Click button  for view acceptance.



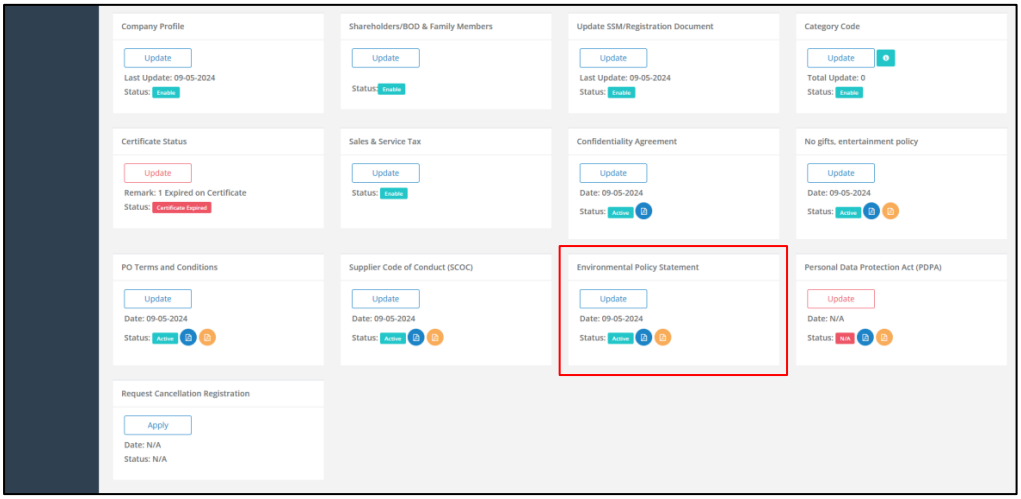
3.3 View Verification Supplier Code of Conduct (SCOC)

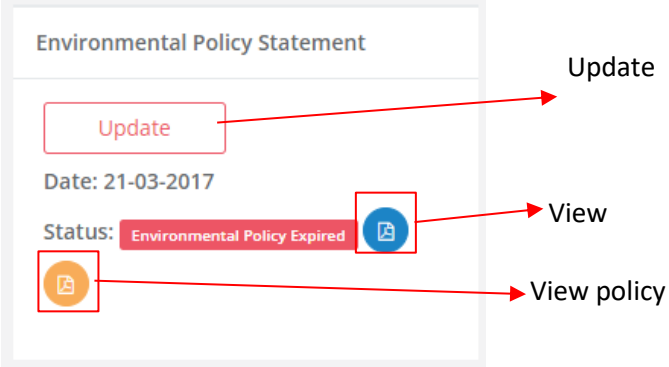
Click button  for view policy.



4. Environmental Policy Statement

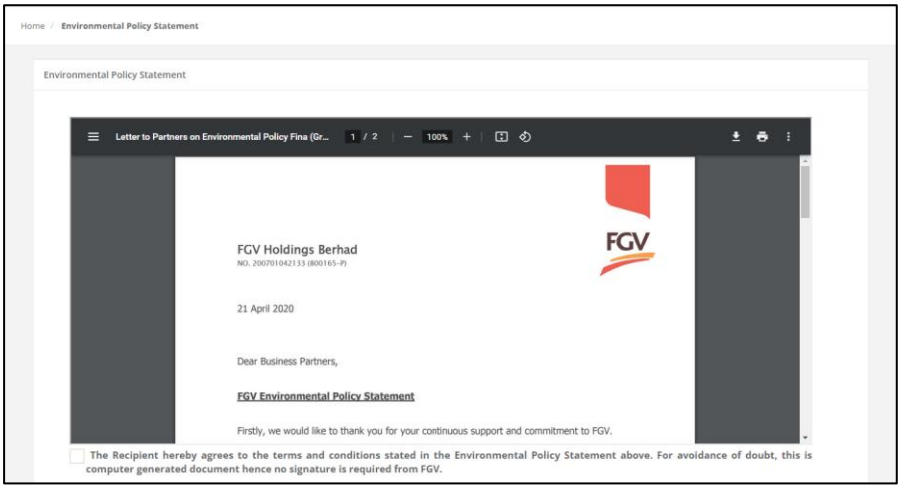
At eDaftar Home > Environmental Policy Statement section.



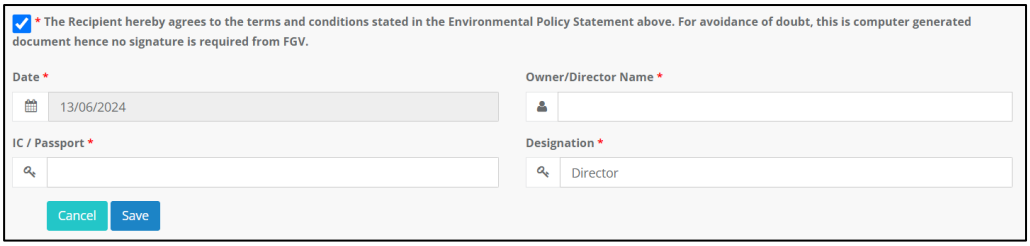


4.1 Update Environmental Policy Statement.

Click button Update to update Environmental Policy Statement information.

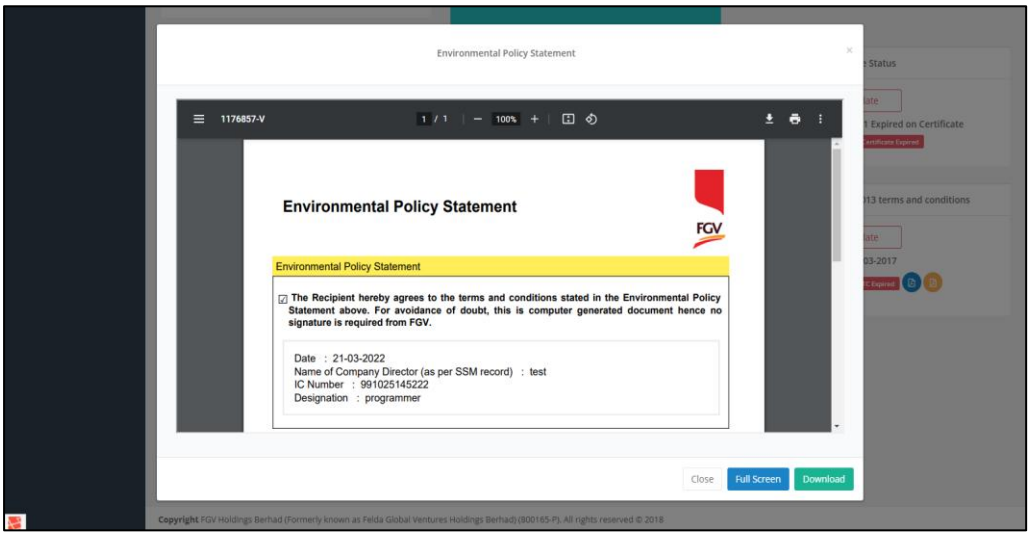


Read the policy then tick the checkbox acceptance and fill in . Then click the ‘Save’ button.



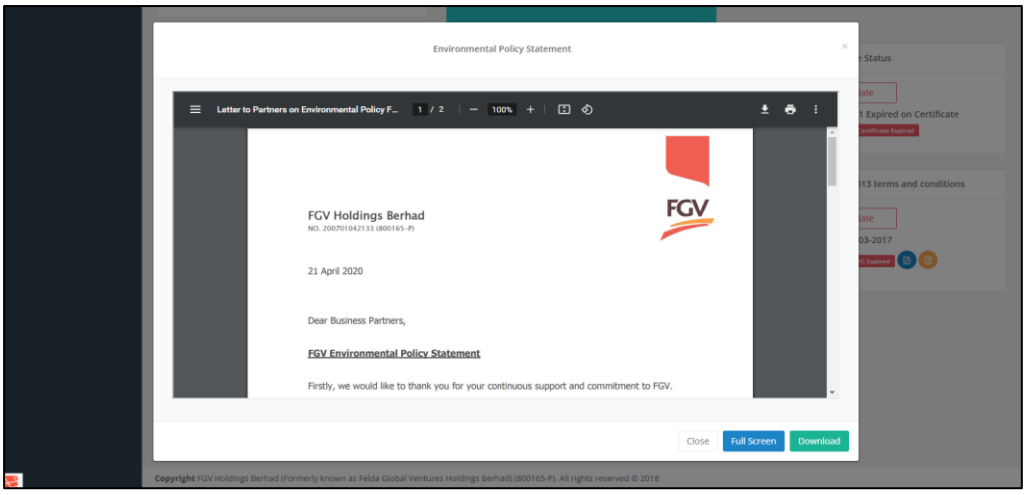
4.2 View Acceptance

Click button for view acceptance.



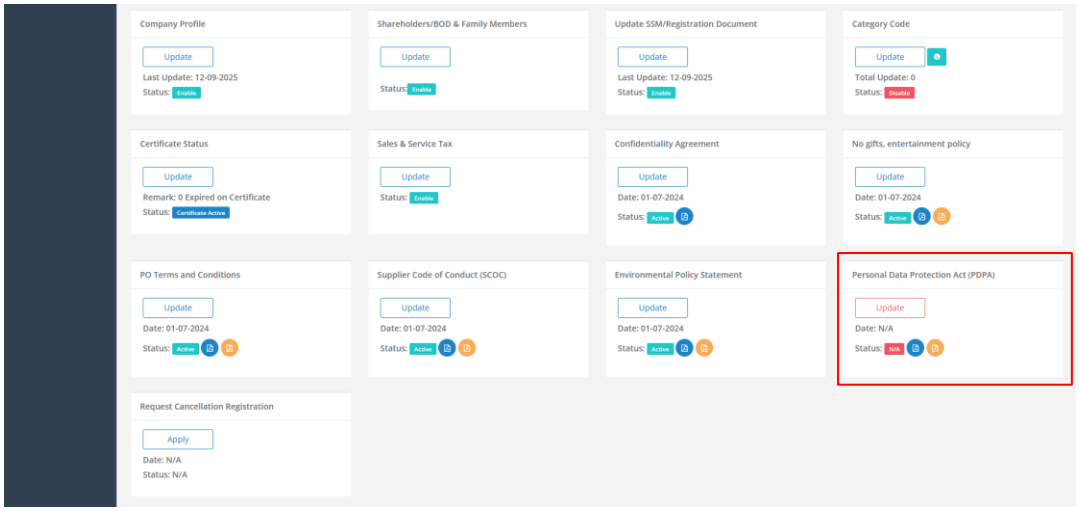
4.3 View Verification Environmental Policy Statement

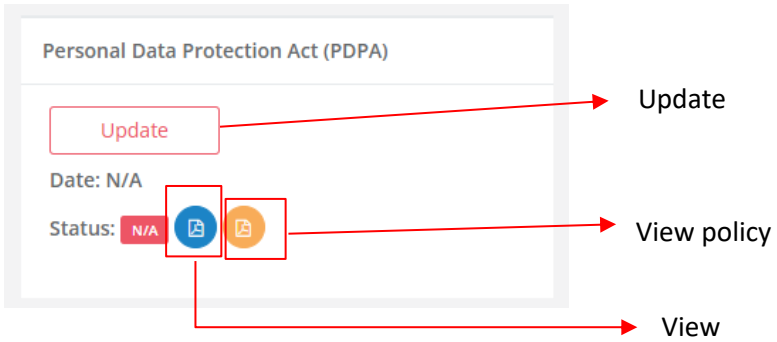
Click button for view policy.



5. Personal Data Protection Act (PDPA)

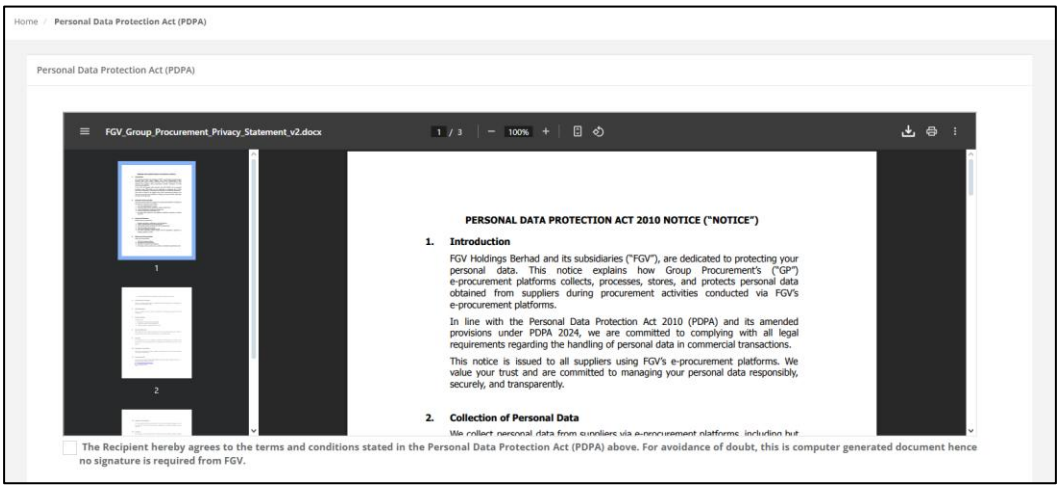
At eDaftar Home > Personal Data Protection Act (PDPA).



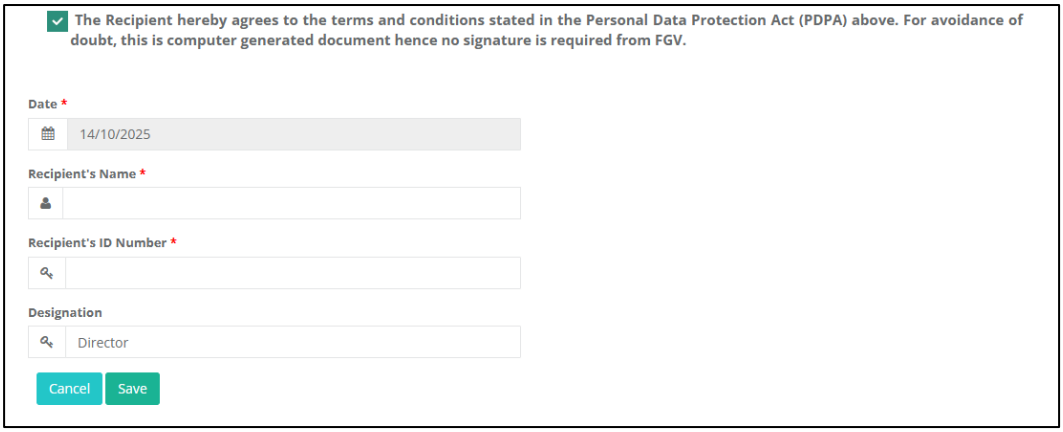


5.1 Update Personal Data Protection Act (PDPA).

Click button Update to update Personal Data Protection Act (PDPA) information.

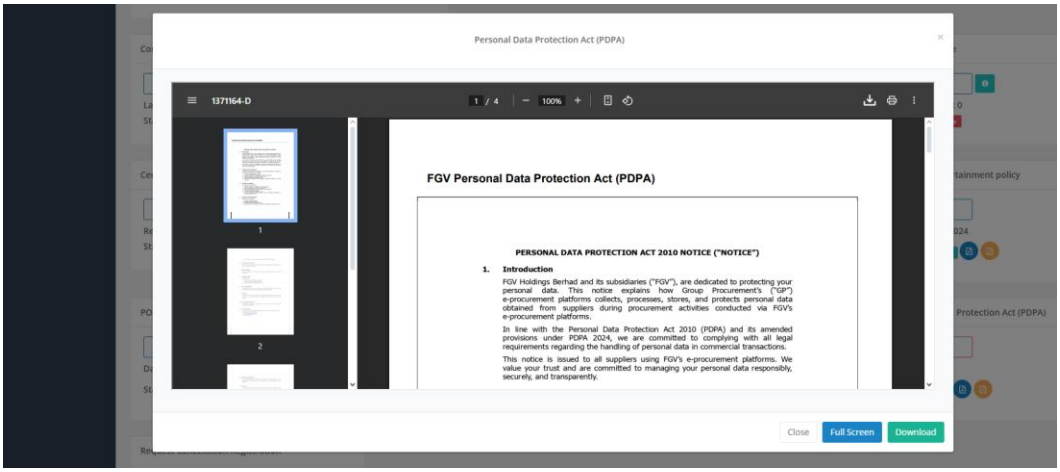


Read the policy then tick the checkbox acceptance and fill in . Then click the ‘Save’ button.



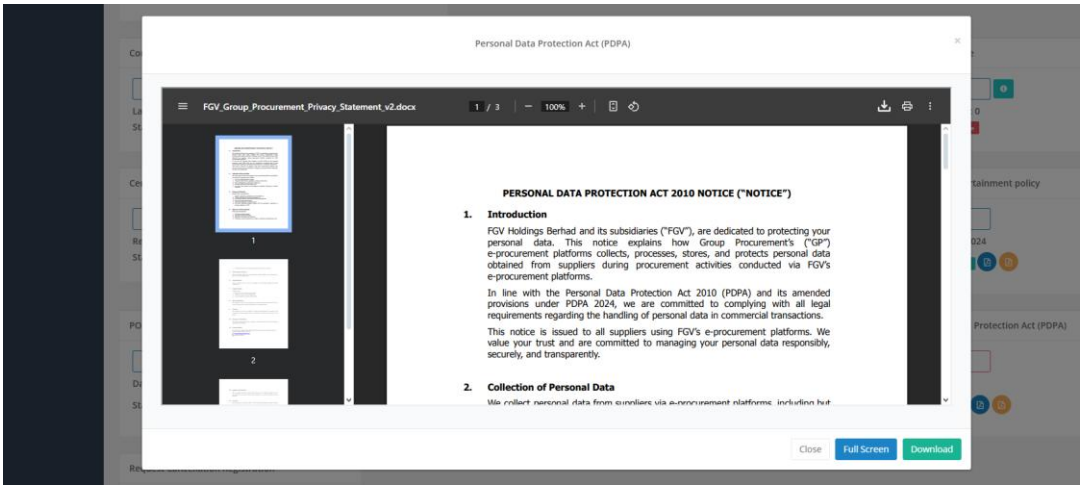
5.2 View Acceptance

Click button  for view acceptance.



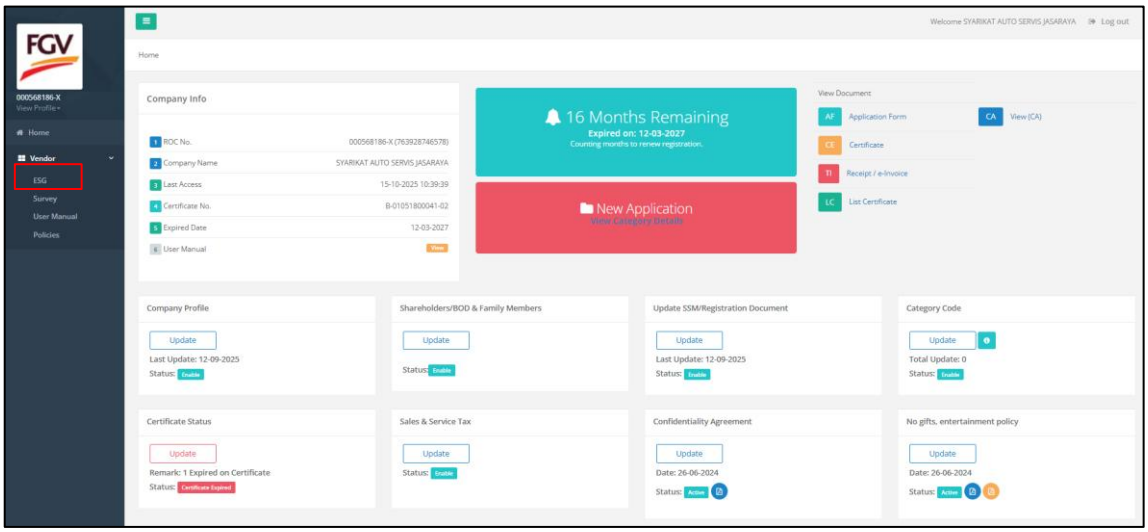
5.3 View Verification Personal Data Protection Act (PDPA).

Click button  for view policy.

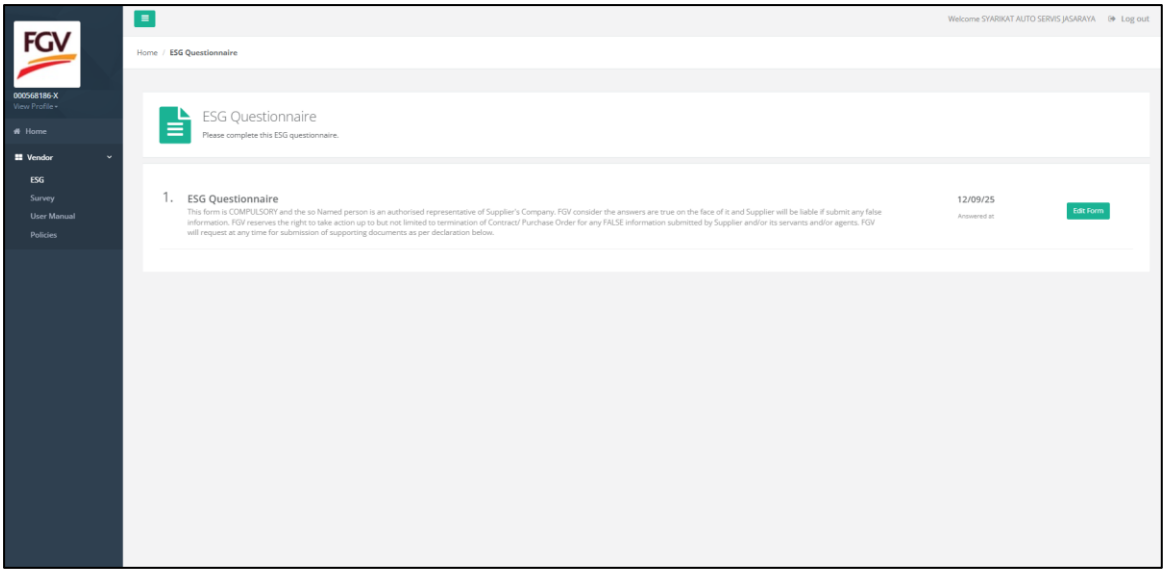


6. ESG Questionnaire

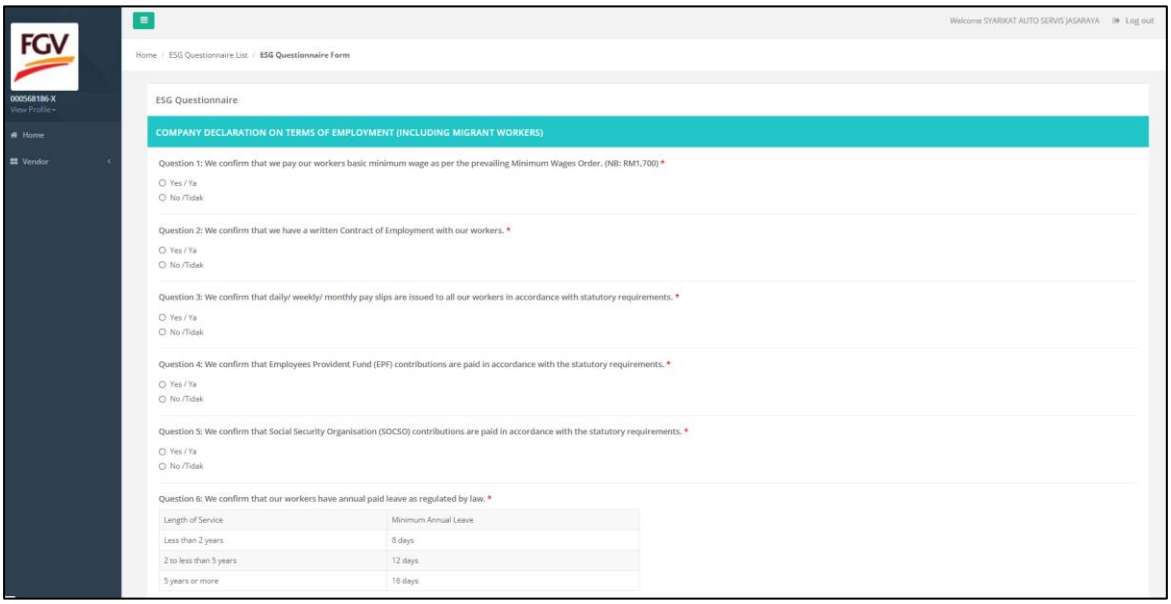
At eDaftar Menu > Vendor > ESG



6.1 Click the Edit Form button to start answering the questionnaire.



6.2 Start answering all the questionnaire.



6.3 Tick the checkbox and fill the information for saving answer.

