



DINASTIA JATI
GROUP

SOCIAL MEDIA POLICY

DINASTIA JATI GROUP is committed to pursue a safe working environment to all its employees which including in sharing information, promote products and services, and exchange opinions and experiences. Dinastia Jati Group recognizes the limits and risks of social media, and how it can affect our company's brand, public image, and core values.

Therefore, we have created this social media policy to lay out a framework of tested social media guidelines and protocols. The purpose of this social media policy is to :

- (a) outline the social media guidelines and protocols of the company,
- (b) define the rules that apply to both corporate and personal social media use and,
- (c) to explain the company's disciplinary action process for policy violations.

We also advise our employees to:

- 1.Ensure others know that your personal account or statements don't represent our company. You shouldn't state or imply that your personal opinions and content are authorized or endorsed by our company. We advise using a disclaimer such as "opinions are my own" to avoid misunderstandings.
- 2.Avoid sharing intellectual property like trademarks on a personal account without approval. Confidentiality policies and laws always apply.
- 3.Avoid any defamatory, offensive or derogatory content. It may be considered as a violation of our company's anti-harassment policy, if directed towards colleagues, clients or partners.
- 4.Violations of any of the guidelines listed in this policy will be subject to corrective counselling and may result in disciplinary action, up to and including termination. Where necessary, we will advise appropriate officials of any violations of law.

President / Group Managing Director
22 July 2024