



TERMS AND CONDITIONS MAYBANK WORK+ EMPLOYER

OVERVIEW

These terms and conditions ("Terms and Conditions"), as amended from time to time upon twenty-one (21) days' prior written notice, set out the terms and conditions governing Maybank Work+ Employer ("Work+ Employer") run by Malayan Banking Berhad (Company No. 196001000142) and Maybank Islamic Berhad (Company No. 200701029411) (collectively referred to as "Maybank"). By enrolling, maintaining and utilizing your banking account or services related to the Work+ Employer the Eligible Employers acknowledges having read, understood, and agreed to be bound by these Terms and Conditions, including any amendments made by Maybank from time to time.

1.0 MAYBANK WORK+ EMPLOYER BRIEF

This Work+ Employer is part of Maybank Work+ formerly known as 'Corporate Employee Privilege Scheme' ("CEPS") which is payroll solution and proposition for business or corporate customers. The Work+ Employer is applicable only to Eligible Employers who onboard the Work+ Employer and perform salary crediting through Maybank platform as per Clause 2.2.

- 1.1 The Work+ Employer is available to the following customers ("Eligible Employers"):
 - i. New Work+ Employers (Malaysians and non-Malaysians) of Maybank2u Biz ("M2uBiz"), Maybank2U ("M2U") and Maybank2E Regional Cash Management System ("M2e RCMS") under the Small Medium Enterprise ("SME") and Global Banking ("GB") segments comprising of sole-proprietorships, partnerships, private limited companies, societies and professional bodies: and
 - ii. Existing Work+ Employers (Malaysians and non-Malaysians) with Maybank Payroll under the SME and GB segments that sign up for Work+ Employer by performing payroll transactions every month; (hereinafter referred to as "Eligible Employers")
- 1.2 For the avoidance of doubt, this Work+ Employer is not available to the following customers:
 - i. Customers that maintain a non-Maybank business account as salary crediting purposes;
 - ii. Companies that are wholly owned by Maybank or its related companies;
 - iii. Entities with outstanding regulatory or compliance issues as determined by Maybank.

2.0 MAYBANK WORK+ EMPLOYER ELIGIBILITY

Eligible Employers who fulfil the following criteria will be eligible to enrol in the Work+ Employer:

- 2.1 Work+ Employer is open to business or corporate customers of Maybank subject to the following conditions:

New Customers	Existing Customers
i. Open a Maybank Business Account¹ (if do not have any Maybank Business Account) and sign-up platform access of (M2uBiz/M2U/M2e RCMS) through either of the following: a. Online application: www.maybank2e.com/m2eEzyApply b. Walk-in to any Maybank branches ii. Complete and submit the application form and together with all required documents iii. Onboard to Work+ Employer via either of the following: a. Online Sign up through M2u Work+ Employer Page b. Any Maybank/Maybank Islamic Branches c. Relationship Managers iv. Perform first login and start your payroll transaction through a. Maybank2u Biz (Bulk Payment) b. Maybank2E (Payroll Module) <i>Note: Work+ Employer is activated once you perform first payroll transaction to at least 1 employee with Maybank account</i>	Customers who have subscribed to M2U Biz Bulk Payment / M2E Payroll are required to: i. Onboard to Work+ Employer via either of the following: a. Sign up Online through M2u Work+ Employer b. Any Maybank/Maybank Islamic Branches c. Relationship Managers ii. Perform monthly salary credits of RM10,000 or more through M2uBiz (Bulk Payment) or M2e RCMS (Payroll module) to your Employees' Maybank or Maybank Islamic accounts, and Work+ Employer will be activated automatically.

¹ Corporate Current Account/SME First Account/Basic Current Account/SME First Account-i/Current Account-i/Basic Current Account-i

- 2.2 Work+ Employers are employers who utilises any of the following systems/account:
- i. M2uBiz (Bulk Payment);
 - ii. M2U and
 - iii. M2e RCMS (Payroll module)
- 2.3 It is compulsory for Eligible Employers to comply with all the Terms and Conditions stated herein, including onboarding to and utilizing the Maybank Payroll system (items (i) and (ii) below) and performing salary transactions (item (iii) below) throughout the Work+ Employer:
- i. Application of M2uBiz or M2e RCMS:
Eligible Employers are required to visit www.maybank2e.com/m2eEzyApply to submit online application.
 - ii. Work+ Employer Enrolment:
Eligible Employers must enrol in the Work+ Employer and have at least one (1) employee's salary successfully credited into a Maybank account.
 - iii. Salary Transaction:
Eligible Employers must perform total monthly salary transaction of RM10,000 and above via: M2uBiz (Bulk Payment), M2U and M2e RCMS (Payroll Module). Compliance with this requirement shall be deemed as an active payroll status.

Note:

Work+ Employer is defined as Maybank customers who use the Maybank Payroll System as per Clauses 2.3(i), 2.3(ii) and 2.3(iii) above and perform a salary credited to their employees via the Maybank salary account.

- 2.4 Upon successful enrolment, Eligible Employers must ensure an Active Payroll at least once within each three (3) months period consecutively. Failing which, Eligible Employer's status will be changed to inactive. Eligible Employers with status of inactive for a period of six (6) months consecutively without an Active Payroll will be terminated from the Work+ Employer/disqualified of the Work+ Employer eligibility.

Below is the scenario of Work+ Employer status:

Scenario 1:

Month 1–3: No Active Payroll → Employer status becomes inactive.

Month 4: Active Payroll received → Employer status is reactivated and the inactive period is reset.

Scenario 2:

Month 1–6: No Active Payroll → Employer will be terminated from the Work+ Employer.

Any subsequent payroll transaction will require the employer to undergo the Work+ Employer onboarding process again.

2.5 Employer Representations, Responsibilities and Obligations

- a) The Eligible Employer represents, warrants and undertakes that all salary payments processed under the Work+ Employer are genuine payroll transactions made to legitimate employees of the Eligible Employer in the ordinary course of business and not for the purpose of obtaining any undue benefit, privilege, reward or advantage under the Work+ Employer.
- b) The Eligible Employer shall ensure that all information, documents and particulars submitted to Maybank in relation to the Work+ Employer are true, accurate, complete and not misleading, and shall promptly notify Maybank in writing of any change to such information.
- c) In the event the Eligible Employer requests for employee payroll account opening, onboarding or any bulk account opening arrangement under the Work+ Employer, the Eligible Employer shall ensure that all necessary consents have been obtained from the relevant employees, including consent for the disclosure of their personal data to Maybank for the purposes of processing, administering and operating the Work+ Employer and the related products and services. The Eligible Employer shall retain proper and adequate records of such consents and shall, upon request by Maybank, furnish evidence of the same.

- d) The Eligible Employer shall, upon request by Maybank, provide such records, supporting documents or information as Maybank may reasonably require verifying eligibility for the Work+ Employer, including but not limited to payroll records, employee lists, statutory contribution records and any other information relevant to the administration of the Work+ Employer.
 - e) The Eligible Employer shall be responsible for ensuring its continued compliance with all applicable laws, regulations and regulatory requirements in connection with the Work+ Employer and the operation of its business.
- 2.6 Maybank reserves the right to suspend, reject, disqualify or terminate the Eligible Employer's participation in the Work+ Employer and/or withdraw any features, benefits, privileges, rebates or preferential rates granted under the Work+ Employer if Maybank determines that the Eligible Employer has engaged in any such abuse, misuse, manipulation or circumvention of the Work+ Employer.
- 2.7 Maybank's determination of the Eligible Employers for the Work+ Employer shall be deemed to be final and conclusive and the acceptance and continuance as an Eligible Employer under the Work+ Employer to be at the discretion of Maybank based on the fulfilment criteria by the Eligible Employers.

3.0 MAYBANK WORK+ EMPLOYER FEATURES AND BENEFITS

- 3.1 Maybank may, at any time and from time to time, offer features and benefits for products and services offered to the Eligible Employers. The list of features and benefits can be viewed at Maybank's website at www.maybank2u.com.my, hereafter referred to as "Work+ Employer Features and Benefits".
- 3.2 These Work+ Employer Terms and Conditions shall be subjected to the terms and conditions of the relevant and respective products or services that the Eligible Employers applied for. Such terms and conditions are independent of these Work+ Employer Terms and Conditions, unless stated otherwise. For further information on the relevant product and service terms and conditions, please visit any Maybank branches or Maybank website at www.maybank2u.com.my.
- 3.3 All product and service benefits offered under Work+ Employer must be read together with the terms and conditions for Maybank's business banking products and services accessible at Maybank's website at www.maybank2u.com.my.

- 3.4 To enjoy Work+ Employer Features and Benefits, Eligible Employers must fulfil the criteria in accordance with Clauses 2.0 and other criteria which Maybank may set or impose.
- 3.5 Notwithstanding any provision herein, any feature, benefit, privilege, rate, rebate or offer made available under the Work+ Employer to the employees of an Eligible Employer shall remain subject to the relevant employee fulfilling the applicable eligibility criteria, product requirements and terms and conditions imposed by Maybank from time to time. Maybank shall not be liable if any employee does not qualify for or ceases to qualify for any such feature, benefit, privilege, rate, rebate or offer.
- 3.6 Maybank reserves the right to suspend, cancel, terminate, restrict, withdraw, revise, modify or amend Work+ Employer Features and Benefits in whole or in part by giving the Eligible Employer prior written notice of twenty-one (21) calendar days.
- 3.7 Any revision, modification, suspension, cancellation, termination, amendment, restriction or withdrawal of all or any of the Work+ Employer Features and Benefits shall not entitle the Eligible Employers and/or any person to any claim or compensation against Maybank for any losses or damages suffered or incurred by the Eligible Employers and/or any person as a direct or indirect result of the act of revision, modification, suspension, cancellation, termination, amendment, restriction or withdrawal unless the same is due to the gross negligence, misconduct, default or fraud of Maybank.

4.0 MAYBANK WORK+ EMPLOYER TERMINATION OR SUSPENSION

- 4.1 For Eligible Employer who enrolled Work+ Employer Features and Benefits shall be terminated/ suspended (as the case may be) upon the occurrence of any of the following events:
- i. Eligible Employers fails to maintain Active Payroll for six (6) consecutive months; or
 - ii. The business account is closed; or
 - iii. The business account is suspended by Maybank in compliance with any regulatory and legal requirements, or other reasons not attributable to Maybank, pursuant to which the participation in the Work+ Employer will be suspended until the suspension is uplifted by Maybank. For the avoidance of doubt, should the business account is suspended for more than six (6)

consecutive months, the Eligible Employer will be deemed to be terminated from the Work+ Employer.

- 4.2 Notwithstanding Clauses 4.1, Maybank reserves the right to suspend, terminate, reject or discontinue the Eligible Employer's entitlement to enjoy or use the Work+ Employer Features and Benefits upon giving prior written notice of twenty-one (21) calendar days.
- 4.3 Upon termination mentioned in Clause 4.1 or 4.2, the Eligible Employer shall immediately cease to enjoy or use all features and privileges offered under the Work+ Employer Features and Benefits.
- 4.4 Maybank shall not, under any circumstances, be held liable for any loss or damage suffered or incurred by the Eligible Employer or any other party, in respect of the following:
 - i. The Eligible Employer's enjoyment and/or non-enjoyment and usage and/or non-usage of Work+ Employer Features and Benefits;
 - ii. Maybank's action in terminating or suspending the Eligible Employer's entitlement to enjoy or use Work+ Employer Features and Benefits, unless the same is caused by Maybank's gross negligence, misconduct, default or fraud.

5.0 GENERAL TERMS AND CONDITIONS

- 5.1 Maybank nor any of its officers, servants, employees, representatives and/or agents (including without limitation, any third party service providers engaged by Maybank for the purposes of Work+ Employer) shall not be liable to any Eligible Employer or any other parties for any loss or damage of whatsoever nature suffered by the Eligible Employer or any other party (including but not limited to, loss of income, profits or goodwill, direct or indirect, incidental, consequential, exemplary, punitive or special damages of any party) howsoever arising, in relation to the participation or non-participation in the Work+ Employer.
- 5.2 Maybank reserves its right to change the Work+ Employer Features and Benefits due to circumstances beyond its control and to offer an alternative of similar value.

- 5.3 Maybank decision on all matters relating to Work+ Employer shall be final, conclusive and binding. No correspondence, appeals, protests or attempts to dispute the same would be entertained in any event.
- 5.4 Maybank reserves the right to forfeit or disqualify the Eligible Employer in the event of failure to comply with any of the Terms and Conditions herein.
- 5.5 By participating in Work+ Employer, Eligible Employer agrees to access Maybank's website at www.maybank2u.com on regular basis to view the Terms and Conditions and to ensure that he/she kept-up-to-date with any changes or variations made to the Terms and Conditions.
- 5.6 Maybank reserves the right to delete, suspend or amend the terms and conditions of Work+ Employer wholly or in part and to cancel, terminate or suspend the Work+ Employer upon giving adequate at least minimum of twenty-one (21) calendar days' prior notice thereof and the notice shall be posted through Maybank2u website www.maybank2u.com or through any other channel or channels that Maybank may deem as appropriate. For the avoidance of doubt, cancellation, termination or suspension by Maybank of the Work+ Employer will not entitled the Eligible Employer or any other persons whatsoever to any claim or compensation against Maybank for any losses or damages suffered or incurred as a direct or indirect result of the act of cancellation, termination or suspension.
- 5.7 These Terms and Conditions shall be governed by the laws of Malaysia, and subject to the exclusive jurisdiction of the Malaysian Courts.
- 5.8 By participating in Work+ Employer, Eligible Employer hereby expressly agrees to be bound by these Terms and Conditions. Eligible Employer may seek clarification from Maybank should any of the Terms and Conditions cannot be not fully understood.
- 5.9 By participating in this Work+ Employer, Eligible Employer agrees and consents to their personal data being collected, processed and used by Maybank in accordance with Maybank's Privacy Statement, which may be viewed on Maybank's website at www.maybank2u.com ("Privacy Statement"). In addition, and without prejudice to the Privacy Statement, the Eligible Employer also agrees and consents to such details including without limitation personal data or information being collected, processed and used by Maybank for:

- i. The purposes of the Work+ Employer;
- ii. Marketing and promotional activities conducted in such manner as Maybank see fit in any media including but not limited to any form of advertising or publicity media and materials such as audio and/or visual recordings published through newspapers, television networks, radio stations or online and digital media and on the Internet, without further express consent from the customers. Marketing and promotion activities includes without limitation the use and/or publication of any details provided in and/or in connection to the entries, interviews material as well responses

5.10 All Eligible Employers of Work+ Employer shall be personally liable for all taxes, rates, government fees or any other charges that may be levied against them under the applicable laws, if any, and installation costs, where applicable in relation to the Work+ Employer.

5.11 To the fullest extent permitted by law, Maybank shall not be held liable for whatsoever loss or damages howsoever arising in connection with the Work+ Employer. Maybank shall not be liable for any default in respect of the Work+ Employer due to any act of God, war, riot, strike, lockout, industrial action, fire, flood, drought, storm or any event beyond the reasonable control of Maybank.

For information, enquiries, feedback and/or complaints related to this Work+ Employer, please contact Maybank Customer Care hotline at 1 300 88 6688 or +603 7844 3696. Alternatively, for feedback and/or complaints, Eligible Employer may choose to e-mail Maybank via the feedback form at Maybank2u website www.maybank2u.com.my.