







LEADING

TOWARDS GREATER ACHIEVEMENTS

SUSTAINABILITY REPORT 2016

Vision

Mission

A FULL-FLEDGED SPECIALISED FINANCIAL INSTITUTION;
AN INTERNATIONAL BENCHMARK FOR NURTURING SME EXCELLENCE

TO DEVELOP SMES TO BE THE NATION'S ENGINE OF GROWTH, IN LINE WITH THE GOVERNMENT'S ECONOMIC AGENDA

Core Values



PASSION

PASSION IN ALL ACTIONS DERIVES FULFILLMENT WHILE ENSURING SUCCESS



COMMITMENT

COMMITMENT TURNS A PROMISE INTO REALITY



TRUST

FAITH IS MEANINGLESS WITHOUT UPHOLDING TRUST AND INTEGRITY



COVER RATIONALE

At SME Bank, we have discovered what works best for entrepreneurs and go all out to meet their specific needs in a holistic manner while building credible and enduring relationships. Steadfast in our role as a leading development financial institution, we remain committed to empowering SME entrepreneurs while according them the right tools and knowledge to help them propel forward on their journey to success. Since 2005, we have been helping many entrepreneurs achieve their dreams and transform into icons of success. Moving forward, we will continue to bring our wealth of experience, resources and expertise to lead our SME friends and partners towards greater achievements.

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ABOUT THIS REPORT



WELCOME TO THE THIRD **ANNUAL** SUSTAINABILITY REPORT OF SMALL MEDIUM ENTERPRISE DEVELOPMENT BANK MALAYSIA BERHAD (SME BANK, THE BANK OR THE GROUP). THIS REPORT UNDERSCORES OUR COMMITMENT TO UNDERTAKING BUSINESS IN A RESPONSIBLE AND SUSTAINABLE MANNER THROUGH OUR ECONOMIC, ENVIRONMENTAL AND SOCIETAL OR EES PERFORMANCE.

Prepared in accordance with the Global Reporting Initiative (GRI) G4 Guidelines, this Report serves to convey our 2016 sustainability achievements to our stakeholders and other interested parties in a clear, comprehensive, transparent and objective fashion.

We take pride in that fact that SME Bank was the first among local development financial institutions (DFIs) to embark on annual sustainability reporting back in 2014. This Report underlines the Group's continuing commitment to upholding our sustainability agenda, creating long-term shared value for our stakeholders and securing our future by prioritising responsible management and sustainable development on the EES fronts.

ABOUT THIS REPORT



SCOPE OF THE REPORT

- x Reporting period: 1 January to 31 December 2016, unless specified;
- Reporting Cycle: Annually;
- **x** We focus on the key business sustainability activities of the SME Bank Group in Peninsular and East Malaysia as well as provide insights into the key policies and structures pertaining to business sustainability.

REFERENCES AND GUIDELINES

- **¤** GRI G4 Sustainability Reporting Framework;
- Bursa Malaysia Securities Berhad's (Bursa Malaysia's) Sustainability Reporting Guide;
- x Sustainability Reporting Awards (MaSRA) Guidelines for Malaysian Companies;
- x International Organisation for Standardisation (ISO) 26000:2010 Guidance on Social Responsibility.

FEEDBACK

This report is made available to all the Bank's stakeholders in digital format on our corporate website and will be made available in hard copy upon request.

For further information or to provide feedback on this Report, kindly contact:

Corporate Communications

Small Medium Enterprise Development Bank Malaysia Berhad

Level 18, Menara SME Bank Jalan Sultan Ismail 50250 Kuala Lumpur Malaysia

Website: www.smebank.com.my



WHO **WE ARE**



SMALL MEDIUM ENTERPRISE **DEVELOPMENT BANK** MALAYSIA BERHAD (SME BANK OR THE BANK) IS AT THE FOREFRONT OF NURTURING AND **DEVELOPING THE NATION'S** SMALL AND MEDIUM ENTERPRISES (SMEs).



Wholly-owned by the Ministry of Finance (MOF) and reporting to the Ministry of International Trade and Industry (MITI), we commenced operations in 2005 as a Development Financial Institution (DFI) regulated by Bank Negara Malaysia. In carrying out our SME mandate, we support the Malaysian Government's main economic and development policies including the National Key Economic Areas (NKEAs) (2010-2020) and the Financial Sector Blueprint (2011-2020).

SME Bank continues to grow from strength to strength on the back of several strategic imperatives that have enabled us to achieve some remarkable milestones over the last decade. In 2010, we embarked on a Five-Year Transformation Programme which propelled us to become what we are today. Among the key highlights of that transformation was the integration of Shariah principles into the Bank's day-today business operations in 2015.

Today, as SME Bank focuses its efforts on developing innovative programmes that go "beyond-financing", we are collaborating with a host of strategic partners such as government agencies, private corporations and associations on have come to be known for.

both the local and international fronts to drive SME growth. These strategic partnerships enable us to provide specialised financing and capacity building for SMEs as well as have done much to strengthen our position as the preferred DFI for emerging SMEs looking to expand their operations.

With more than RM26 billion worth of financing approved, SME Bank continues to be an important conduit of funding for a broad spectrum of SME segments that lack key business essentials for sustained growth. This is particularly important amidst today's challenging economic landscape. Our core focus is on the development of SMEs in six of the 12 NKEAs identified as sectors of economic opportunity to increase the country's Gross National Income and its alobal competitiveness. These sectors include the Tourism, Wholesale and Retail, Oil and Gas, Education, Healthcare and Business Services sectors.

As SME Bank ventures forth, we remain committed to delivering only the best to our customers through the range of innovative and specialised programmes as well as high quality services that we

SME BANK'S **NETWORK**

from 16 BRANCHES





7 Regional Centres

Urban Transformation Centres (UTC)

Enterprise Centres

Business Centres

FINANCIAL HIGHLIGHTS

FINANCING APPROVALS



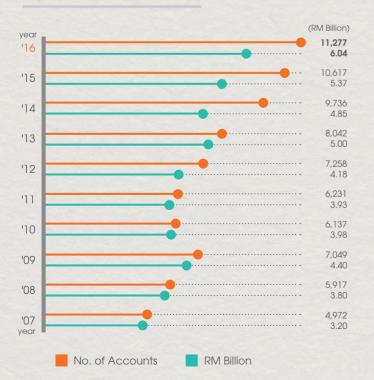
PORTFOLIO GROWTH



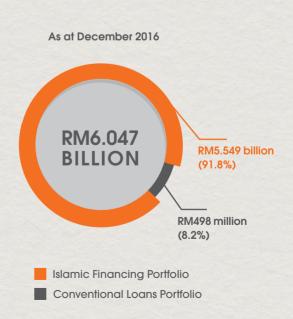
SME Bank : 12.5% @ Dec 2016

Target : 7% Market : 9%

FINANCING PORTFOLIO



ISLAMIC FINANCING



FINANCIAL

HIGHLIGHTS

CEDAR'S ENTREPRENEURIAL COACHING PROGRAMMES

UPWARD MIGRATION

No. Of Customers Migrated Upward





OPERATING PROFIT

TOTAL ASSETS





CHAIRMAN'S STATEMENT



2016's OPERATING ENVIRONMENT

The global economy underwent a tumultuous year in 2016 given the political and economic uncertainties in the United States (US), the unsettling effect of Brexit on Europe, as well as moderating growth in China and Japan. Moreover, a surplus in the crude oil supply caused the price of Brent crude oil to drop to a 12-year low while fluctuations in the currency markets created turmoil among commodity-producing countries. Despite a turbulent second half of the year for global financial markets, economic activity in the ASEAN region grew moderately by 4.8% (its strongest reading since 2013) on the back of domestic demand.

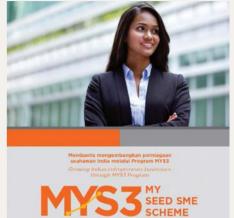
The Malaysian economy registered moderate growth of 4.2% in 2016 fuelled by more moderate domestic demand, whilst improvements in private consumption and investment activity were offset by a decline in public expenditure. Private investment registered modest growth as businesses remained cautious about undertaking capacity expansion in lieu of headwinds on both the external and domestic fronts.

CHAIRMAN'S **STATEMENT**

IN 2016. SMES' CONTRIBUTION TO OVERALL GDP GREW BY 6.1% TO TOUCH 36.3%. THIS WAS NOTEWORTHY GIVEN THAT SMEs WERE ONLY INITIALLY EXPECTED TO EXPAND BY BETWEEN 5.0% AND 5.5% IN 2016.







SME BANK HAS BEEN **ALLOCATED RM200 MILLION** FOR THE SME TECHNOLOGY TRANSFORMATION FUND (STTF), RM500 MILLION FOR THE IBS PROMOTION **FUND, RM50 MILLION FOR** THE MY SEED SME SCHEME (MYS3) FOR INDIAN **ENTREPRENEURS, AND RM20 MILLION FOR THE** SKIM ANJAKAN USAHAWAN INITIATIVE.

THE POSITION OF SMEs

Given how integral SMEs are to Malaysia's economic growth, SME development continues to feature strongly on the Government's growth agenda through the SME Masterplan (2012-2020) and the 11th Malaysia Plan (2016-2020). The emphasis on the elements of productivity, innovation, inclusivity and entrepreneurship continue to strengthen the long-term competitiveness and resilience of domestic SMEs.

In 2016 alone, a total of RM9.5 billion was allocated for SME development. Under the National Budget 2016, SME Bank has set aside RM200 million for the SME Technology Transformation Fund (STTF), RM500 million for the IBS Promotion Fund, RM50 million for the My SEED SME Scheme (MYS3) for Indian entrepreneurs, and RM20 million for the Skim Anjakan Usahawan initiative.

The establishment of the ASEAN Economic Community (AEC) in December 2015 marked an important milestone for the region. It is expected to have a significant impact on regional integration as more ASEAN people and businesses work more productively together across borders, start new businesses, expand existing market bases, strategically source intra-regional goods and services, as well as create or secure employment.

In 2016, SMEs continued to perform remarkably well despite the year's economic challenges. SMEs' contribution to overall Gross Domestic Product (GDP) in 2016 grew by 6.1% to touch 36.3%. This was noteworthy given that SMEs were only initially expected to expand by between 5.0% and 5.5% in 2016.

CHAIRMAN'S **STATEMENT**



SME BANK'S UNIQUE "BEYOND FINANCING" **VALUE PROPOSITION** FOR SME DEVELOPMENT HAS BEEN RECOGNISED AT THE INTERNATIONAL LEVEL WITH THE BANK **BECOMING THE** FIRST DEVELOPMENT FINANCE INSTITUTION IN MALAYSIA AND ASEAN TO BE A MEMBER OF THE MONTREAL GROUP (TMG).

2017 PROSPECTS

Following 2016's lacklustre global growth of 3.2%, global economic activity is expected to pick up in 2017 and 2018, touching 3.4% and 3.6% respectively. The advanced economies are expected to improve moderately while activities in emerging market and developing economies will continue to drive global growth. However, at the same time, global risks remain significant and difficult to predict given downside risks.

Malaysia is expected to register steady economic growth of between 4.3% and 4.8% in 2017, driven by domestic demand and a recovery in net exports. The improvement in global growth is expected to generate positive spillovers for the domestic economy through the trade, investment and income channels.

CONTINUED VALUE CREATION

Amidst this backdrop, SME Bank remains committed to nurturing SMEs and creating value for them while pursuing an agenda of sustainable growth. The Bank will continue to focus our efforts on according small businesses integrated technical skills and business development support as well as mentoring and coaching entrepreneurs to strengthen the overall efforts to accelerate and broaden economic development and transformation. We remain optimistic of the SME segment and see it becoming a key future loans growth driver.

SME Bank's unique "Beyond Financing" value proposition for SME development has been recognised at the international level with the Bank becoming the first DFI in Malavsia and ASEAN to be a member of The Montreal Group (TMG). Founded in 2012 by seven members with total estimated combined assets amounting to USD2 trillion, TMG was established to encourage the exchange of ideas and best practices and to foster greater understanding of the international market for the growth of SMEs.

Moving forward, the realm of Industry 4.0 is at hand with emerging megatrends such as digitization, the Internet of Things and Big Data set to change the SME landscape and the future. As part of this megatrend, SME activities are expected to intensify with the emergence of new types of business in new areas of the economy, or which are high growth in nature. As such, we anticipate that financing for SMEs will take a new turn with the focus shifting to the development of more nonbanking channels and financing platforms including crowdfunding, investment

CHAIRMAN'S **STATEMENT**



MOVING FORWARD, THE **REALM OF INDUSTRY 4.0 IS** AT HAND WITH EMERGING **MEGATRENDS SUCH AS** DIGITIZATION. THE INTERNET OF THINGS AND BIG DATA SET TO CHANGE THE SME LANDSCAPE AND THE **FUTURE. WE ANTICIPATE** THAT FINANCING FOR SMEs **WILL TAKE A NEW TURN** WITH THE FOCUS SHIFTING TO THE DEVELOPMENT OF MORE NON-BANKING CHANNELS AND FINANCING PLATFORMS. account platforms and peer-to-peer platforms. As for financial institutions, digitization will open up more opportunities for financial inclusion and more efficient service delivery to SMEs.

ACKNOWLEDGEMENTS

The Bank continues to strengthen on the back of a focused sustainable growth agenda, excellent teamwork as well as solid operational and financial performance. Our success to date comes on the back of the worthy support of several parties.

I would like to express my heartfelt appreciation to all our customers, Bank Negara Malaysia, the Ministry of Finance, Ministry of International Trade and Industry, government agencies, financial institutions, chambers of commerce, as well as business and trade associations for their steadfast support and cooperation.

My sincere gratitude to the loyal management and employees of SME Bank for their dedication to excellence, hard work and unwavering commitment, all of which have certainly helped us deliver another solid performance. To my esteemed colleagues on the Board, please accept my utmost thanks for your astute insights and guidance.

I trust that all our stakeholders will continue to accord us their unwavering support as we work hard to fulfil SME Bank's mandate and elevate the SME community to new heights of success.

Thank you.

Tan Sri Faizah Mohd Tahir Chairman

BOARD OF DIRECTORS



BOARD OF DIRECTORS

Sitting (from left):

- 1. PROF. DR. ABDUL BASIR **MOHAMAD**
- 2. TAN SRI FAIZAH MOHD TAHIR (Chairman)
- 3. DATUK MOHD RADZIF **MOHD YUNUS** (Group Managing Director)

Standing (from left):

- 4. ASRI HAMIDON
- 5. KHAIRUZZAMAN MUHAMMAD
- 6. ISHAK ISMAIL
- 7. DATO' JAMELAH JAMALUDDIN
- 8. DATO' MOHD SHUKRI HUSSIN





Tan Sri Faizah binti Mohd Tahir was appointed to the Board of SME Bank on 4 September 2015. A graduate with a Bachelor of Economics (Hons.) from the University of Malaya and a Masters of Arts (Development Economics) from Williams College, the United States of America, she joined the Economic Planning Unit (EPU) of the Prime Minister's Department in 1973 serving in various capacities within the Agriculture, Distribution and Human Resources Sections. Her last position in the EPU was as Director, Commerce and Industry Section before being promoted to Secretary-General of the Ministry of Women, Family and Community Development, a post she held from 2001 until her retirement in 2009.

Tan Sri Faizah is also the Chairman of Orphancare Foundation and Yayasan Sejahtera, a member of the Board of Trustees of Yayasan Kebajikan Negara Malaysia and Temasek Foundation International CLG Limited, Singapore, as well as a Board member of Goodyear Malaysia Berhad and AMWAY (Malaysia) Holdings Berhad.



Datuk Mohd Radzif bin Mohd Yunus was appointed as Managing Director of SME Bank on 1 July 2010 and was subsequently appointed as the Group Managing Director on 1 January 2014.

Datuk Mohd Radzif comes from a diverse management background. He started his career in academia as a lecturer before following this up with a stint in an international consultancy firm. From here he joined the senior management of a financial institution and thereafter took up the position of Chief Executive Officer of a local conglomerate involved in diversified businesses. Being driven by his entrepreneurial spirit, Datuk Mohd Radzif ventured into his own business but he was soon back to corporations when he was called to take up the position of Chief Executive Officer of two pilgrimage fund companies, as part of the companies' turnaround exercise. This was achieved within 18 months of his appointment date. Subsequently, the Government appointed him as the Chief Executive Officer of Institut Jantung Negara Sdn. Bhd. (National Heart Institute) effective September 2003 and as the Group Managing Director of IJN Holdings Sdn. Bhd. in 2006.

Datuk Mohd Radzif is currently the Chairman of the Association of Development financial institutions of Malaysia (ADFIM), the Vice Chairman of the Association of National Development financial institutions in Member Countries of The Islamic Development Bank (ADFIMI) and a Board Member of the Association of Development Financing Institutions in Asia and the Pacific (ADFIAP). He is also a member of National Entrepreneurship Council of Higher Education (NECHE) and Intellectual Capital Development Committee (ICDC) of Agensi Inovasi Malaysia (AIM). Datuk Mohd Radzif was bestowed the Malaysian Business Leadership Award for Healthcare in 2009 and the Outstanding CEO Award from ADFIAP in 2016.



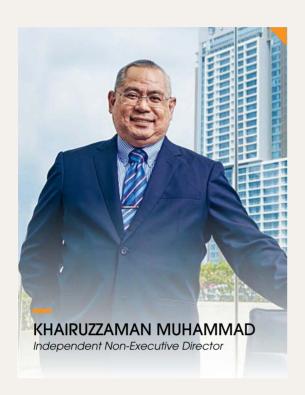
Asri bin Hamidon was appointed as a Non-Independent Non-Executive Director of SME Bank on 2 May 2013. He holds a Bachelor of Economics from the University of Malaya and a Masters in Economics from Hiroshima University, Japan. He began his career with the Government as the Assistant Director of the Economic Planning Unit in the Prime Minister's Department and was later appointed as the Assistant Director of the Anti Corruption Commission. He then became an Administrative and Diplomatic Officer in the Public Service Department before being appointed as the Assistant Secretary in the Ministry of Finance.

He is currently the Secretary, Government Investment Companies Division, Minister of Finance Incorporated and a member of the Administrative and Diplomatic Officer Association. He also sits on the Board of Bina Darulaman Berhad, Sarawak Hidro Sdn. Bhd., Land Public Transport Commission, the Malaysia Convention & Exhibition Bureau, SMEB Asset Management Sdn. Bhd., IJN Holdings Sdn. Bhd., DanaInfra Nasional Berhad, Prokhas Sdn. Bhd., Syarikat Perumahan Negara Berhad and Telekom Malaysia Berhad (Alternate Director).



Ishak bin Ismail was appointed as an Independent Non-Executive Director of SME Bank on 3 May 2011. He holds a Bachelor of Commerce from the University of Newcastle, NSW Australia and is a member of the Institute of Chartered Accountants, Australia, the Malaysian Institute of Accountants and a Certified Internal Auditor, United States of America.

He has served more than 30 years in various capacities with the Government and private sector. He has held numerous important positions throughout his tenure of service including as Senior Accountant in several Government departments. He has also held several senior managerial positions within Bank Negara Malaysia (the Central Bank of Malaysia). He was also the General Manager of Arab-Malaysian Assurance Berhad and AmBank (M) Berhad. He also sits on the Board of SMEB Asset Management Sdn. Bhd..



Khairuzzaman Muhammad was appointed as an Independent Non-Executive Director of SME Bank on 2 February 2011. He graduated in 1988 with a LLB (Hons.) Degree from the Essex Institute of Higher Education (now known as the Anglia Ruskin University), England. He also received a Degree of Utter Barrister from the Honourable Society of Lincoln's Inn, England (1989) and a Graduate Diploma in Commercial Law from the University of Sydney, Australia (2000). He was enrolled as a Barrister-At-Law for England and Wales on 21 November 1989 and was admitted as an Advocate and Solicitor by the High Court of Malaya on 21 September 1990.

Khairuzzaman Muhammad is one of the partners at Messrs. Zul Rafique & Partners and specialises in corporate advisory, legislative drafting and land development projects. He also acts as the advisor to the Government, its agencies, government-linked companies and multi-national companies. Actively involved in educational social work, Khairuzzaman Muhammad currently sits on the Boards of MIMOS Berhad and several other private companies.



Dato' Jamelah binti Jamaluddin was appointed as an Independent Non-Executive Director on 1 February 2014. With more than 30 years experience in the financial services industry, Dato' Jamelah was the Chief Executive Officer of Kuwait Finance House (Malaysia) Berhad prior to joining 3P Capital Advisers Sdn. Bhd. Her earlier appointments included being the Managing Director of RHB Islamic Bank Berhad, Principal Officer of Macquarie Malaysia Sdn. Bhd. and Division Director of Macquarie Bank Limited (Labuan Branch).

She holds a Masters in Business Administration (Finance) from Central Michigan University and a Bachelor of Business Administration (Finance) from Western Michigan University, the United States of America.

Dato' Jamelah also currently sits on the Board of Scomi Energy Services Berhad, 3P Capital Advisers Sdn. Bhd., Weida (M) Bhd, PMB Tijari Berhad, Kumpulan Jetson Berhad, Publika Food San. Bhd., Centarian Healthcare Sdn. Bhd., Medal Success Sdn. Bhd., Mudharib Partners Sdn. Bhd. and Eternal Wellness (Damansara) Sdn. Bhd..



Prof. Dr. Abdul Basir bin Mohamad was appointed as an Independent Non-Executive Director of SME Bank on 3 June 2015. He holds a PhD from the University of Edinburgh, Scotland in 1997 specialising in the Law of Torts and Criminal Islamic Laws and has written many books and journals on the subject. Besides serving in various capacities at the National University of Malaysia, he is also on the panel of advisors for various institutions.

Prof. Dr. Abdul Basir is currently the Chairman of the Shariah Committee of SME Bank, Chairman of Key Result Areas, Wealth Creation Strategies and Intensive, Faculty of Islamic Studies, National University of Malaysia besides being a member of other board committees.



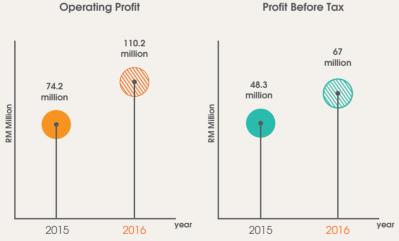
Dato' Mohd Shukri Bin Hussin was appointed as an Independent Non-Executive Director on 1 May 2016. He holds a Bachelor of Economics (Hons.) from the University of Malaya and is a qualified Chartered Accountant from the Institute of Chartered Accountants (England and Wales).

Dato' Mohd Shukri began his career as a Management Executive with Petronas Carigali Sdn. Bhd. and later worked as an Audit Supervisor in an international company, Touche Ross London, United Kingdom for four years. Dato' Mohd Shukri then returned to Malaysia and assumed the position of Audit Supervisor at Hanafiah Raslan & Mohamad. He later held various management positions with several companies including the Bank of Commerce (M) Berhad, CIMB securities Sdn. Bhd., Bank Muamalat (M) Berhad and Bumiputera Commerce Holdings Berhad. His last position with CIMB Group Holdings Berhad was as Executive Director before his retirement in 2011.

Dato' Mohd Shukri currently holds Directorships in LeapEd Services Sdn. Bhd., Sun Life Malaysia Assurance Berhad, Sun Life Malaysia Takaful Berhad and Pelaburan Hartanah Berhad. He also sits on the Board of Trustees for the CIMB Foundation.

GROUP MANAGING **DIRECTOR'S REVIEW**





For the financial year ended 31 December 2016, SME Bank made strong strides forward in its mission of developing SMEs as the nation's engine of growth. At the same time, the Bank made good progress on the operational and financial fronts and successfully achieved most of its targets. Our good performance to date comes on the back of the unwavering dedication and excellent work of our employees under the astute guidance of our Board of Directors. I am pleased to present the details of the financial and operational performance of SME Bank.

HEALTHY FINANCIAL PERFORMANCE

SME Bank turned in a healthy financial performance in 2016 with operating profit touching RM110.2 million (2015: RM74.2 million). We registered a profit before tax (PBT) of RM67 million, a 38.5% increase over the RM48.3 million recorded in 2015. This favourable result can be attributed to the Bank's strategies of maintaining sustainable growth, strengthening account management and implementing effective cost management.

GROUP MANAGING DIRECTOR'S REVIEW



In 2016,

RM3.9 billion

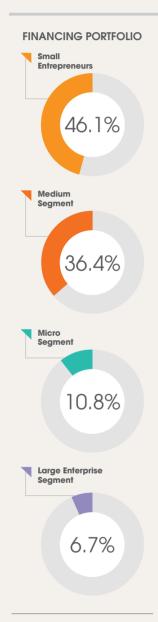
worth of applications were received - nearly twice the amount of 2015's applications.



In 2016,

RM3.0 billion

in financing for 1,376 SMEs was approved, the majority (45%) of these approvals going towards small entrepreneurs.



In 2016, the Bank's gross financing portfolio increased to RM6,047.3 million from RM5,380.8 million in 2015.

As we undertake our primary role of supporting the growth of unserved and underserved SMEs, we continue to strike a balance between "Doing Good" and "Doing Well". In "Doing Good", we continue to focus our efforts on strengthening Malaysia's socioeconomic structure by improving SMEs' contribution to national GDP and the National Kev Economic Areas, enhancina SMEs' access to financina, as well as building the capacity of highgrowth SMEs. In "Doing Well", we continue to implement measures to ensure the Bank's financial sustainability so that we can meet our obligations to our diverse stakeholders including our shareholders, customers and employees.

SOLID OPERATIONAL PERFORMANCE

The year in review saw the Bank continuing to intensify its efforts to develop SMEs in Malaysia. I am pleased to report that our endeavours met with good success.

Financing Portfolio Expanded

Over the course of 2016, the Bank received applications amounting to RM3.9 billion, nearly twice the amount of the previous year's applications. Of these applications, we approved RM3.0 billion in financing to 1,376 SMEs with the majority (45%) of these approvals going towards small entrepreneurs. Our heightened efforts in expanding our reach in the unserved and underserved market saw approvals in the Micro and Small segments growing by 57% and 37% respectively in 2016.

At the end of 2016, the Bank's gross financing portfolio had increased to RM6,047.3 million from RM5,380.8 million previously reflecting double digit growth of 12.4%. Financing to Small entrepreneurs made up the majority of our portfolio at 46.1%, followed by the Medium segment at 36.4%, Micro segment at 10.8% and Large Enterprise segment at 6.7%. The top three sectors contributing to our sizeable portfolio as at end 2016 comprised the Services sector which made up 70.2% of our portfolio. This was followed by the Manufacturing and Construction sectors at 15.3% and 12.4% respectively.

The majority of the Bank's portfolio financed medium and small SMEs with RM2.19 billion and RM2.78 billion being extended to these categories respectively. Large enterprises received RM0.40 billion and Micro SMEs RM0.65 billion of this financing. Out of SME Bank's total of 11,288 account holders in 2016, some 4,990 were from the Small Entrepreneurs segment, 4,159 from the Micro segment, 1,839 from the Medium segment and 300 from the Large Enterprise segment.

Three major industries contributing to the Bank's sizeable portfolio were Wholesale & Retail, Trade and Restaurants & Hotels at 24.8% of the overall portfolio; Community, Social & Personal Services at 17.1%; and Manufacturing at 16.4%.

SME Outreach Strengthened

As part of our market outreach measures, we conducted two major programmes in 2016, namely the SME Bank XCESS initiative and the Regional Outreach Programme. The SME Bank XCESS event was held on 8 March 2016 at Menara MATRADE with 1,200 participants in attendance. It served as a flagship marketing event to promote SME Bank's financing and non-financing facilities. Under the Regional Outreach Programme, 15 sessions were conducted throughout the year at our regional locations nationwide. These sessions drew 3,168 participants.

The Bank also participated in series of engagements with existing and potential entrepreneurs by supporting various exhibitions as well as business, career and motivational talks organised by state and federal government agencies such as the respective state Economic Planning Units, SME Corp, MIDA, MATRADE, MDEC, MARA and MIA, among others. The Bank also took part in diverse events organised by government-linked companies (GLCs), business associations, universities and colleges.

GROUP MANAGING **DIRECTOR'S REVIEW**



ENTREPRENEURS migrated upward under the Specific Intervention Programme.



CCUPANCY RATE for the Entrepreneur Premises Programme.





In 2016, we continued to make solid progress with our various intervention programmes. These included the Specific Intervention Programme which recorded a total of 257 entrepreneurs having successfully migrated upward, and the Entrepreneur Premises Programme which received encouraging demand with an 82% occupancy rate. Our subsidiary, the Centre for Entrepreneur Development and Research Sdn. Bhd. or CEDAR, continued to develop entrepreneurs by rolling out training sessions benefitting 2,270 participants. CEDAR also initiated the CEDAR MindLab Series, a special programme to address the common issues faced by entrepreneurs in doing business. The details of these and other initiatives are spelt out in the relevant parts of our Sustainability Report.

GOOD PEOPLE DEVELOPMENT EFFORTS

We view our people as our greatest asset and continue to invest in and engage with them. Under SME Bank's Employee Education Assistance Programme, we provide assistance to our employees by way of developing their educational and intellectual capacity as well as areas of specialisation in line with the Bank's needs and ambitions. We also undertook various employee engagement activities knowing that engaged employees are more motivated, produce better results and will be of tremendous help to us in our journey to success.

In 2016, we designed our Learning & Development programme around a Core Competency Programme (encompassing functional, technical and core training) and a Leadership Programme (comprising leadership training). In total, we conducted in-house training sessions and participated in 113 external/public training sessions on both the Core Competency and Leadership fronts.

Recognising the value of employees with alobal skill sets and international technical exposure, SME Bank in collaboration with selected international financial institutions introduced the International Mobility Programme. This programme serves to develop employees by exposing them to various international assignments while providing them with opportunities to develop their international experience. The programme was designed to better develop employees and as part of the Bank's retention strategy. In 2016, the Bank in collaboration with international financial institutions and NGOs implemented the Employee Exchange Programme under the ambit of the International Mobility Programme.

In line with the Bank's strategy to be a full-fledged Shariah Compliant Financial Services Provider, Human Capital Management has designed and implemented a series of programmes to create awareness, ensure readiness as well as enhance employee capability and capacity in relation to Islamic financial matters. The programmes accord Development Financing Institution Executives fundamental knowledge of Islamic financing products in their business operations. It also helps to enhance staff's understanding and appreciation of the concept and application of Islamic Finance and its relevance to day-to-day banking operations.

The Bank also conducted two certification programmes with the collaboration of CEDAR and the Islamic Banking and Finance Institute of Malaysia (IBFIM), namely the Certified Islamic Development Banking (CIDB) and Professional Islamic Development Banking (PIDB) programmes. For 2016, approximately 69 of SME Bank's staff graduated from the CIDB programme.

GROUP MANAGING **DIRECTOR'S REVIEW**

CONTINUING TO MAKE A DIFFERENCE

As a conscientious corporate citizen, we recognise that we have a responsibility to nurture the SME community and general public in each region in which we operate. To this end, we are committed to sharing our unique knowledge, professional skills, passion, time and resources to develop our nation's SMEs. At the same time, we are looking for opportunities to make a positive difference in the lives of the general public by elevating their well-being.

Following the introduction of entrepreneurship competition, the 90-Days Business Challenge, which caters to students from Community College who are undergoing the Entrepreneurship Incubator Programme, all participants of the challenge automatically become the members of the SME Bank 90-Days Business Challenge Alumni. This allows them to secure financing facilities from SME Bank or receive entrepreneurial training from CEDAR if they continue to run the business after the competition ends.

In 2016, we rolled out several initiatives for Alumni members. These included efforts to share the relevant information on the Bank's programmes, products and activities; entrepreneurship talks; and participation in exhibition booths during trade fairs to promote and sell their products. CEDAR also introduced a mentoring programme for Alumni members to coach would-be entrepreneurs as to how to start and build a business that would be commercially viable and profitable venture. In total, 10 programmes were conducted in 2016.

MOVING FORWARD

the challenging economic environment that we are now operating in, the Bank plans to take a more holistic and balanced approach going forward. We will ensure we maintain a strong focus on astute account management and effective cost management while approaching growth in a cautious manner. These and a host of other strategic initiatives will enable us to maintain sustainable growth, fulfil our mandated roles and cater to the expectations of our key stakeholders effectively. We will also continue to strengthen the SME ecosystem through focused intervention and training measures

During the tabling of the 2017 National Budget in the fourth quarter of 2016, the Government announced a total of RM100.0 million in allocations for SME Bank to strengthen its efforts to develop SMEs. A sum of RM50 million has been allocated for the SME Bank Upward Migration and Acceleration Programme or i-SMART initiative (formerly known as Skim Anjakan Usahawan) in 2017 to develop and transform high potential SMEs into SME Champions. To kick off the programme, seven of our existing clients will undergo workshops to identify their business direction, KPIs and the suitable form of assistance required from SME Bank, be it for financing and/or non-financing activities. The other RM50 million has been allocated for the Skim Pembiayaan Premis Kilang to assist entrepreneurs through attractive financing packages to acquire their business premises at strategic locations.

Given the success of both the SME Bank XCESS initiative and the Outreach Programme in 2016, the Bank will continue to strengthen both programmes in 2017.

In January 2017, SME Bank became a member of The Montreal Group, a global forum of state-supported financial development institutions founded in 2012 and based in Canada, SME Bank is the first development financial institution (DFI) in Malaysia and ASEAN to be admitted to the Group. We will leverage on this platform to learn best practices in multiple areas such as governance, risk management, human capital development, delivery channels, product and service innovation as well as international standards for potential adoption. These will serve us well in our journey to achieve our vision of becoming full-fledged specialised financial institution and an international benchmark for nurturing SME excellence.

ACKNOWLEDGEMENTS

SME Bank made good strides forward in 2016 and I would like to take this opportunity to extend my gratitude to all our stakeholders who inspired us to perform at a higher level. We truly appreciate your support, feedback and perspectives and will continue to invest in the future of the SME ecosystem and our nation.

On behalf of the management team, I would like to convey my deepest gratitude to our customers, colleagues, business partners, community members and the public at large for your steadfast support.

We trust you will find our report useful, informative and an overall interesting read. We welcome any feedback you may have which will help us to strengthen our efforts. Thank you.





Datuk Mohd Radzif Mohd Yunus Group Managing Director

SENIOR MANAGEMENT



DATUK MOHD RADZIF **MOHD YUNUS** (Group Managing Director)



DATO' RAZMAN MOHD NOOR (Chief Operating Officer, Operations & Group Corporate Management)



DATUK KAMALUDDIN ISMAIL (Chief Operating Officer, Banking)



ISMAIL KAMARUDDIN (Chief Internal Auditor, Group Audit Division)



DR. SHEIKH GHAZALI SHEIKH ABOD (Director, Entrepreneur Development Division)



ROKIAH RAJAK (Director, Operations Division)

SENIOR MANAGEMENT



ABD KARIM AHMAD (Director, Enterprise & Development Banking Division)



ZARINA NOR ISMAIL (Director, Credit Management Division)



RAJA SHAHRIMAN RAJA HARUN **AL RASHID** (Director, Group Compliance & Risk Management Division)



KHAIRIL ANUAR MOHAMMAD **ANUAR** (Director, Group Strategy & Branding Division)



HAIZAD RIZAL AZIZ (Director, Group Financial Management Division)



HASMAH RAZALI (Director, Group Legal & Secretarial Services Division)

SHARIAH COMMITTEE



PROF. DR. ABDUL BASIR **MOHAMAD** (Chairman)



TUAN HAJI JALIL HAJI SAID (Member)



DR. YUSOF RAMLI (Member)

SHARIAH COMMITTEE

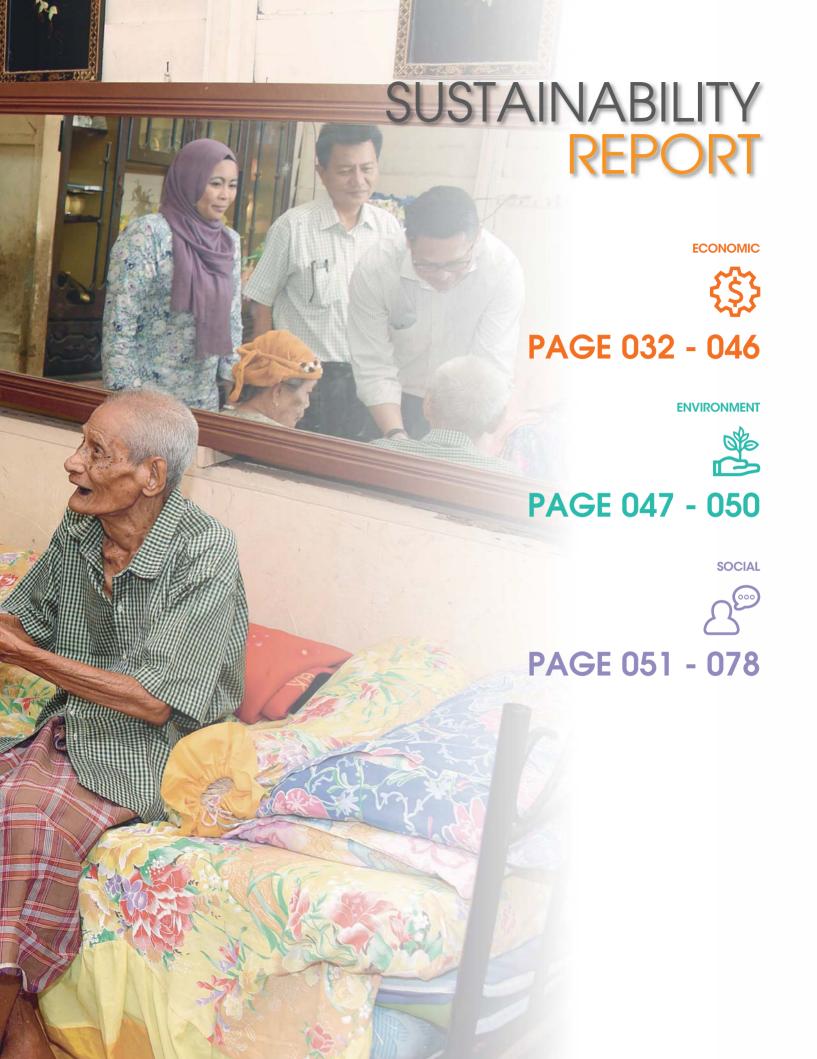


PROF. DR. NORHASHIMAH MOHD YASIN (Member)

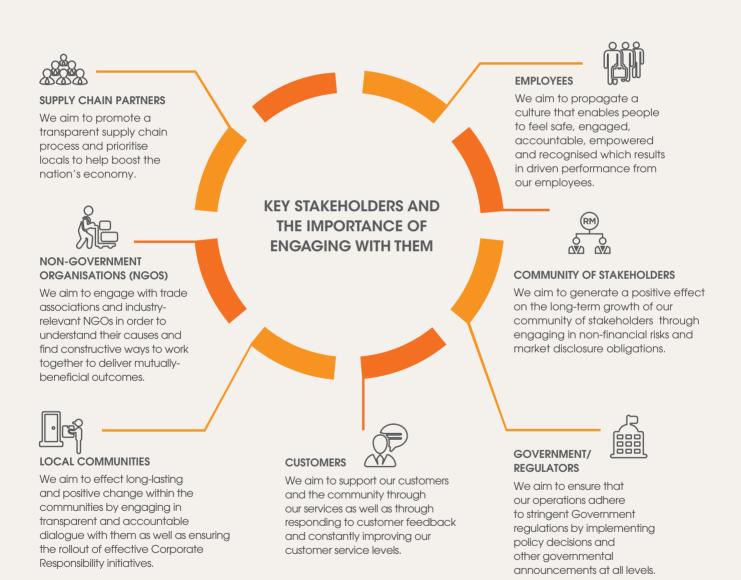


DR. ASMAK AB RAHMAN (Member)





SME BANK IS COMMITTED TO ENSURING THAT WE MEET OUR STAKEHOLDERS' NEEDS EFFECTIVELY AND EFFICIENTLY, AS SUCH, EFFECTIVE ENGAGEMENT AND CONSTRUCTIVE DIALOGUE WITH CUSTOMERS, EMPLOYEES, REGULATORS, BUSINESS OWNERS AND THE WIDER COMMUNITY CONTINUE TO BE A TOP PRIORITY FOR US.





ENGAGEMENT ACTIVITIES WITH GLCs AND GOCs

Over the course of the year in review, one of SME Bank's areas of focus was to strategically engage with Government Linked Companies (GLCs) and Government Owned Companies (GOCs) in order to further strengthen our relationship with these stakeholders. Our engagement sessions involved giving talks as well as participating in exhibitions and consultations pertaining to the provision of financing to suit the needs of the GLCs and GOCs. We also showcased our financing programmes including our equity financing, contract financing and general financing programmes.

2016 REGIONAL OUTREACH **PROGRAMME**



pplications approved



RM670 in financing approved

The Bank also signed a Memorandum of Understanding with the Johor Petroleum Development Corporation Berhad (JPDC) to develop a specialised financing facility for eligible SMEs involved in the Oil and Gas Services and Equipment segment in Johor.



SME BANK REGIONAL OUTREACH PROGRAMME

We strongly believe in undertaking direct engagement with our stakeholders as it enables us to serve our customers in a more effective manner. As per the previous years, we held our yearly engagement programme, SME Bank's 2016 Regional Outreach Programme, in two phases nationwide. The year's programme saw a total of 3,168 entrepreneurs from 1,729 companies attend our events, with the Bank approving a total of 259 applications amounting to RM670 million.



SME BANK 2016 XCESS









SME BANK XCESS 2016

Another focal point of our outreach programme is the SME Bank XCESS initiative, a dedicated outreach programme designed to help resolve the issue of access to financing faced by SME entrepreneurs who have been operating for a minimum of two years.

The SME Bank XCESS 2016 event was held on 8 March 2016 at Menara MATRADE with 1,200 participants in attendance. Officiated by YB Dato' Seri Mustapa Mohamed, Minister of International Trade and Industry, it served as a flagship marketing event to promote SME Bank's financing and non-financing facilities. At the event, participants were introduced to SME Bank's role in the market and exposed to the benefits of the Trans Pacific Partnership (TPP), the ASEAN Economic Community (AEC) as well as the many business opportunities under the 11th Malaysia Plan (11MP).

During the event, we conducted seven engagement sessions which included 'pocket talks' by SME Bank, Malaysia External Trade Development Corporation (MATRADE), the Malaysian Investment Development Authority (MIDA), SME Corp and the Economic Planning Unit (EPU). We also presented inspirational sessions showcasing the success stories of our SME customers, while participants with an over three-year operating history, each received exclusive one-on-one consultations from representatives of our various financing departments.

Several GLCs participated in the event including our corporate partners Johor Petroleum Development Corporation (JPDC), Mass Rapid Transit Corporation Sdn. Bhd. (MRT Corp) and CELCOM. A total of 700 companies attended the event in Peninsular Malaysia



alone with the Bank approving a total of RM291 million worth of financing following the event. We also held a mini SME Bank XCESS 2016 event in Kota Kinabalu, Sabah where we invited several agencies such as the Ministry of International Trade and Industry, Sabah Tourism Board and the Malaysia Productivity Corporation Sabah.

REACHING OUT TO CUSTOMERS

Customer engagement continued to be a focal point of our operations in 2016. As part of our efforts to assist unserved and underserved SMEs, the Customer Outreach Programme was held in two phases to ensure the Bank was able to reach out to more SMEs. The programme functions as a networking platform amongst entrepreneurs which not only helps newcomers to integrate, but also helps to instigate new business collaboration and expand the business scope of entrepreneurs.

In September 2016, we conducted several Customer Open Days in four specific locations, namely the Seremban Enterprise Centre, KL Sentral Enterprise Centre, Ipoh Enterprise Centre and Rawang Business Centre. The Customer Open Days were a part of our targeted marketing approach in which we focused on engaging with prospective and existing customers in a timely and more personalised manner. The programme also served to furnish the Bank with direct feedback from our customers which enabled us to improve our services to cater to our customers' specific financial needs.

PARTICIPATION IN EXHIBITIONS

The year in review saw SME Bank participating in the following exhibitions:





• 26 - 27 February •





• 11 April •

• 30 April •







• 5 May •

• 17 -19 May •

• 27 - 28 May •







• 25 August •

• 26 August •





• 16 October •





SUSTAINABILITY **ECONOMIC**

■ STRENGTHENING THE SME ECOSYSTEM

SMEs MAKE UP ABOUT 97.3% OF ALL ENTERPRISES AND 65.5% OF DOMESTIC EMPLOYMENT. FOR THE FINANCIAL YEAR IN REVIEW, SMEs CONTRIBUTED 6.1% TO MALAYSIA'S GDP AND WERE **RESPONSIBLE FOR 17.6% OF EXPORTS.**



Given strong SME growth and the increase in the number of entrepreneurially-minded young Malaysians coming on board the SME bandwagon, SMEs now play an even more dominant role in Malaysia's economic landscape. From rural operations to thriving urban start-ups, SMEs make up about 97.3% of all enterprises and 65.5% of domestic employment. For the financial year in review, SMEs contributed 6.1% to Malaysia's GDP and were responsible for 17.6% of exports.

SMEs continue to play an integral role in the nation's economic well-being. When combined, SMEs carry the same weight as that of large-scale corporations on an economic scale. Yet SMEs also provide employment opportunities at a more grassroots level, thus helping those in poorer domestic regions to generate wealth from their resources in the same way that those in more developed and privileged areas are doing.

As a bank that is fully committed to developing Malaysia's economic outlook, SME Bank endeavours to support and strengthen SMEs throughout the country in a bid to ensure the longterm development and sustainable growth of our economy. We

are dedicated to providing SMEs with all the tools and assistance they need in order to become innovative and motivated business entities that are able to thrive in a highly competitive global market.

In 2016, a number of initiatives were rolled out to strengthen the SME ecosystem.

IN SUPPORT OF SME DEVELOPMENT

The importance of SMEs to the nation's growth is reflected in the total RM9.5 billion budget allocation by the Government for SME development in 2016. Under the National Budget 2016, SME Bank has been allocated specific amounts to facilitate the implementation of diverse funds.

These include RM200 million for the SME Technology Transformation Fund (STTF), RM500 million for the IBS Promotion Fund, RM50 million for the My SEED SME Scheme (MYS3) for Indian entrepreneurs, and RM20 million for the Skim Anjakan Usahawan (SAU) initiative.

SUSTAINABILITY **FCONOMIC**

■ STRENGTHENING THE SME ECOSYSTEM



RM50 MILLION

was allocated by the Government under the 2016 Budget through the My SEED SME Scheme (MYS3) programme.



RM8.2 MILLION

was approved by the Bank in 2016 under the MvS3 Financina Programme.

EVOLVING HIGH-POTENTIAL SMES INTO SME CHAMPIONS

SME Bank has been nominated by MITI to be the implementing agency for the Skim Anjakan Usahawan or SAU initiative with a total allocation of RM20 million to execute the programme. The SAU serves to develop and elevate high potential SMEs into SME Champions. The programme will help support the RMK11's "Enhancing Bumiputera Economic Community" focus area target of creating 30 national SME champions, 10 regional champions and 5 international champions.

EMPOWERING THE INDIAN SME COMMUNITY

In support of the Indian SME community, the Government has allocated RM50 million under the 2016 Budget through the My SEED SME Scheme (MYS3) programme. The MYS3 programme endeavours to provide comprehensive assistance to Indian SME entrepreneurs who are seeking to expand their businesses. On 10 March 2016, the Secretariat for Empowerment of Indian Entrepreneurs (SEED) organised an Introduction Session to the MyS3 Programme at Menara SME Bank which was attended by over 250 Indian entrepreneurs.

The event featured a talk on SME Bank financing facilities and the Centre for Entrepreneur Development and Research Sdn. Bhd. or CEDAR coaching programme. These sessions provided overviews on MYS3, SME Bank's business solutions, plus the underlying concept, processes and procedures for the SME Competitiveness Rating for Enhancement (SCORE) framework, among other topics. As at end December 2016, the Bank had approved financing worth RM8.2 million under the MyS3 Financing Programme. Besides this, we also approved RM6.84 million in 2016 for SEED members under other financing programmes.

SUPPORTING SME EXPANSION THROUGH INTERVENTION

To nurture sustainable SMEs, the Bank has introduced its Specific Intervention Programme whereby potential customers will be guided and migrated upward to achieve one of the three KPIs as follows:

- Improvement in Risk or SCORE* rating;
- Market expansion from the domestic to export market; or
- Migration from being a needs-based to a merit-based client.

*(SCORE is the acronym for SME Competitiveness Rating for Enhancement, a diagnostic tool used to rate and enhance the competitiveness of SMEs based on their performance and capabilities)

In 2016, the ongoing Specific Intervention Programme recorded a total of 257 entrepreneurs having successfully migrated upward. These entrepreneurs registered improvements in their risk ratinas or experienced market expansion from the local to export market.

SME Bank also offers General Intervention to all our existing clients with the objective of achieving a quality portfolio through effective relationship management.

All in all, the Intervention Programme includes these aims:

- To create more resilient and sustainable SMEs;
- To improve customers' proposals for securing loans or financina facilities:
- To improve each customer's performance by ensuring that a business grows, is sustained, is expanded or is transformed; and
- To manage the Bank's credit risk;

HELPING ENTREPRENEURS EXPAND THEIR PREMISES

The Entrepreneur Premises Complex (EPC) initiative under the ambit of the Entrepreneur Premises Programme (EPP) is offered to Bumiputera SMEs looking to expand their premises. Each EPC takes the form of a strategically located factory space for budding Bumiputera SMEs looking to grow their business to the next level while improving productivity and operational efficiency. EPP officers are on hand to ensure optimum supervision of each tenant's progress and development throughout the tenancy period. As a value added service, specific intervention is brought into play to strengthen business growth and sustainability.

The "graduation plan" for each EPC takes into account the business strategy, growth plans and prospects for each tenant's respective business. Structured intervention is also implemented to allow tenants to migrate upwards within the stipulated time frame. The tenants' selection criteria or scope for selection is determined by the Bank.

In 2016, the EPP initiative continued to turn in good results. Demand was encouraging with an 82% occupancy rate and 374 factory units rented out. The programme also produced five graduates during the year that succeeded in relocating their operations to their own premises.



SUSTAINABILITY **FCONOMIC**

■ STRENGTHENING THE SME ECOSYSTEM

OCCUPANCY RATE for EPP initiative.

RM14.8 million **APPROVED**

under SBF for 59 eligible micro enterprises.

3,457 **REPORTS UPLOADED**

via the 4SME app in 2016.

HELPING MATURE MICRO ENTERPRISES TO UPSCALE

Mature micro enterprises that want to upscale their operations can now turn this into a reality following the launch of SME Bank's Small Business Financing Programme (SBF). With an allocation of RM100 million, the SBF will help micro entrepreneurs who aspire to move up the value chain, to become SMEs. The SBF offers entrepreneurs working capital of between RM100,000 to RM750,000 to increase their product marketability and enhance their operations. As at December 2016, SME Bank has approved a total of RM14.8 million under this programme to 59 eligible micro enterprises.

The financing tenure for the Shariah-compliant SBF is between five to seven years with a profit rate of 7.5% per annum.

The SBF was launched by YB Dato' Sri Mustapa Mohamed, Minister of International Trade and Industry in April 2016 at the Auditorium of Menara SME Bank.

IMPROVING OUR SERVICE DELIVERY

As part of our digitization strategy and in an effort to improve the Bank's service delivery, we launched the 4SME Engagement Mobile Application (4SME app) in June 2016. The 4SME mobile app applies the FinTech concept and is synchronised to the Bank's internal system which employs the Financing Origination System. The app serves as a one-stop platform that houses the data and information on customer project development and progress.

The 4SME app serves to speed up the Bank's approval process as it enables the Bank's officers to upload photos and information during their site visits. The app is also equipped with preloaded interview questions to help facilitate the Bank officers' data collection process. A Global Positioning System (GPS) capability further helps officers pin point the whereabouts of existing customers. All in all, the 4SME app enables us to assist our customers in a more dynamic manner by monitoring their development and progress in a more systematic way.

Launched by YB Datuk Chua Tee Yong, Deputy Minister of International Trade and Industry, the app is available on both the Apple Apps Store and the Android Play Store. It is accessible via both online and offline modes. As at end December 2016, a total of 3,457 reports had been uploaded via the 4SME app. Moving forward, SME Bank will look to further enhance the contents and functions of the 4SME mobile app.



ENSURING SUSTAINABLE PROCUREMENT PROCESSES

As part of our efforts to ensure a sustainable supply chain, we continue to integrate several environmental and social factors into our procurement process to ensure sustainable processes are in place. This includes evaluating our suppliers' recognition of and adoption of sustainability measures. For instance, we prioritise suppliers accredited with local and international standards such as ISO and SIRIM. We encourage suppliers to adopt our high standards and work towards continual improvement. This helps improve the environment and strengthen the community while mitigating reputational risk.

Among the factors we consider when evaluating suppliers is whether the supplier:

- Is registered with the Ministry of Finance (MOF), CIDB or other local authorities and professional bodies;
- Is financially and technically capable of carrying out the
- Has an excellent track record of completing projects of a similar nature; and
- Offers a price within the approved budget.

■ STRENGTHENING THE SME ECOSYSTEM



PRIORITISING LOCAL SUPPLIERS

The Bank has a preference for local suppliers who are registered with authorities such as the MOF, CIDB or the Contractors Service Centre (PKK) in its business dealings. For purchases between RM5,001 to RM100,000 (OPEX) and RM5,001 to RM200,000 (CAPEX), the Bank requires a minimum three quotations from vendors, suppliers or service providers.

AN OPEN AND TRANSPARENT TENDER PROCESS

For every tender it puts out, SME Bank has instituted an e-bidding process to promote transparency and equal opportunity. This is part of our efforts to promote fairness, transparency and competition in the market for the benefit of society. All suppliers must be registered in the e-procurement system before they can participate in any tender.

The tender is a written invitation sent to potential tenderers, bidders, suppliers or vendors. It contains detailed requirements and specifications of goods or services to be procured. The tender process comes into play when the purchase amount exceeds the limit specified in the purchasing policy. The tender process covers the invitation, preparation and evaluation of tenders as well as the establishment of the Tender Opening Committee, Senior Management Committee, Financial Evaluation Committee and Technical Evaluation Committee.

To ensure an efficient tender process that is both cost effective and has a high level of integrity and transparency, effective communication between the stakeholders and relevant parties is necessary. This mitigates the possibility of any potential inherent risk such as misconduct during the tender requisition, evaluation and selection activities.





RECOGNISED FOR OUR COMMITMENT TO EXCELLENCE

SME Bank's contribution to quality and entrepreneurial excellence in Malaysia was recognised when we walked away with two awards from 10 different categories during the 39th Annual Meeting of the Association of Development Financing Institutions in Asia and the Pacific (ADFIAP).

Held in Apia, Samoa from 2 to 5 May 2016, the award saw the other six members of the Association of Development Financing Institutions in Malaysia (ADFIM), namely SME Bank, Bank Pembangunan Malaysia Berhad, Agrobank, Perbadanan Nasional Berhad, Credit Guarantee Corporation Malaysia Berhad and Tekun Nasional, also receiving individual awards and special awards. At the event, SME Bank's Group Managing Director, Datuk Mohd Radzif Mohd Yunus, was named "Outstanding CEO of the Year 2016".

As the acting monitoring body for the development of banks and other financial institutions engaged in financing and advocating sustainable development in the Asia-Pacific region, ADFIAP currently has 100 member-institutions in 39 countries and territories. ADFIAP is also recognised by the United Nation's Economic and Social Council as an NGO with consultative status.

We are honoured to have received the awards and are even more determined to ensure that Malaysia's SMEs receive sufficient financial assistance as well as developmental programmes that will elevate their businesses to the next level.

We are also proud to announce that SME Bank was presented with the Top FI Partner Award (Overall) and the Top FI Partner Award for Development Financial Institutions (DFIs) by Credit Guarantee Corporation Malaysia Berhad (CGC). The Bank also received the Top SME Supporter Award from the SME Association of Malaysia for our endless support towards the development of Malaysian SMEs.

■ RESPONSIBLE OPERATIONS BEYOND FINANCING



HERE AT SME BANK, WE CONTINUE TO FOCUS OUR EFFORTS ON THESE THREE KEY AREAS: FOR BUSINESS, FOR GROWTH AND FOR LIFE, THIS SEES US NOT ONLY FAST-TRACKING THE FINANCING PROCESS FOR ELIGIBLE SMES BUT ALSO SUPPORTING THEIR BUSINESS GROWTH VIA THE PROVISION OF TIMELY ADVISORY SERVICES AND PROACTIVE STAKEHOLDER ENGAGEMENT ACTIVITIES.



RESPONSIBLE OPERATIONS BEYOND FINANCING

Over the course of the year, we strengthened our position in the market by launching several new financing programmes, built upon several existing programmes that went beyond financing and rolled out new initiatives to bolster the SME ecosystem. Our efforts included signing memorandums of understanding (MoUs) with relevant parties and improving our engagement with existing and potential customers as well as non-governmental organisations (NGOs). All this with the aim of according Malaysian SMEs the best financing solutions the market has to offer.

THE CENTRE FOR ENTREPRENEUR DEVELOPMENT AND RESEARCH (CEDAR)

As a development financial institution, SME Bank contributes to the development of the nation's SMEs and the SME ecosystem through "nurturing" and "intervention" activities. Our ultimate goal is to guide and develop SMEs throughout their lifecycle from the growth stage right up to the maturity stage. Our "handholding" approach is essential for ensuring that SMEs can maintain and sustain business growth until they finally manage to penetrate the global market.

To this end, the Centre for Entrepreneur Development and Research Sdn. Bhd. (CEDAR) was established in 2013 to support the Bank's developmental agenda. As a wholly-owned subsidiary of the SME Bank Group, CEDAR aspires to be a centre of excellence for entrepreneur development and transformation. Its mission is to continuously develop the capability of entrepreneurs to sustain their growth in support of the national economic agenda.

OUR "HANDHOLDING" APPROACH IS ESSENTIAL FOR ENSURING THAT SMEs CAN MAINTAIN AND SUSTAIN BUSINESS GROWTH UNTIL THEY FINALLY MANAGE TO PENETRATE THE GLOBAL MARKET.

Today, SME Bank can differentiate itself from other Malaysian DFIs in that it is the only DFI that incorporates a subsidiary like CEDAR. The centre offers research-based coaching, function-based facilitation and entrepreneur-focused mentoring by applying the concept of business coaching and engagement. The programmes undertaken by CEDAR are unique and align with the Bank's tagline of "beyond financing".

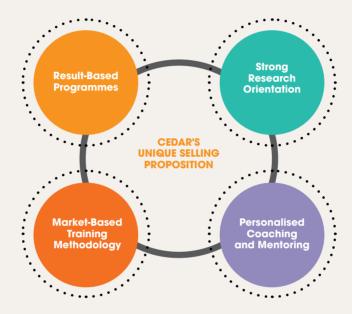
Building Market Presence through its Unique Approach

In line with its growth strategy, CEDAR continues to intensify its market presence by playing a central role in the various road shows, seminars, conferences, talks, forums and other key industry engagement sessions that it supports. The year-on-year traction that CEDAR continues to gain in the market is reflected in the significant increase in the number of participant engagements. In 2016, CEDAR registered 19,956 engagements as compared to 12,234 engagements in 2015 and 13,608 engagements in 2014.

■ RESPONSIBLE OPERATIONS BEYOND FINANCING

CEDAR OFFERS SMEs A HOLISTIC LEARNING STRATEGY, FROM CONCEPTION TO INCEPTION, IN EVERY BUSINESS COACHING MODULE IT CONDUCTS. IN ACHIEVING ITS BROAD AGENDA. CEDAR EXECUTES ITS ROLE THROUGH UNIQUE OUTCOME-DRIVEN INTERVENTION PROGRAMMES.

CEDAR's Unique Selling Proposition



CEDAR's market growth can be attributed to its unique tailor-made approach that addresses entrepreneurs' needs throughout the various stages of the SME lifecycle. CEDAR offers SMEs a holistic learning strategy, from conception to inception, in every business coaching module it conducts. In achieving its broad agenda, CEDAR executes its role through unique outcome-driven intervention programmes.

In 2016, CEDAR continued to extend its reach by building regional and international networks. Partnerships with established institutions including government agencies, GLCs, private sector corporations, higher learning institutions and non-governmental organisations helped strengthen the centre's presence and capacity in the entrepreneur development space. These strategic partnerships have given CEDAR a more holistic offering that has done much to strengthen its market presence and developmental role in building the capabilities of SMEs in Malaysia.

The list of our strategic partners as at end of 2016 is as follows:



































































































■ RESPONSIBLE OPERATIONS BEYOND FINANCING

To meet the changing needs of the market, the CEDAR team is continuously updating its coaching programmes and its course structures to reflect prevailing market demand and the business environment. The team also incorporates fresh research insights and experiences as well as frequently seeks out fresh ideas and solutions via industry development and consultation with various subjectmatter-experts. CEDAR's efforts to accommodate the market led to a huge increase in demand for its coaching programmes in 2016.

Today, CEDAR offers these key coaching programmes to SME entrepreneurs:

CEDAR COACHING PROGRAMMES

- Young Entrepreneur Programme (YEP)
- Leaders Entrepreneurship Acceleration Programme
- Women Entrepreneur Financing Programme (WEP-LEAP)
- SME Financing Programme (SME-LEAP)
- Vendor Development Programme (VDP)
- Business Model Action Plan (BMAP)

- Business Transformation Programme (BTP)
- Bisnes Anda Hidup Anda (BAHA)
- 3 Steps to Profits
- Financial Management
- Certified Islamic Development Banker (CIDB)
- Professional Islamic Development Banker (PIDB)























In 2016, CEDAR rolled out a total of 196 coaching sessions benefitting 2,270 participants. The highest number of participants (some 971 pax or 42.8% of total participants) were involved in the Young Entrepreneur Programme (YEP).

Spreading its Influence via Research-based Collaboration

Since its inception, CEDAR has worked on numerous pioneering research initiatives and today it continues to share such findings with a broad spectrum of stakeholders in Malaysia. CEDAR's collaboration with several local higher learning institutions in Malaysia has led to the publication of a series of key research findings on Malaysian SMEs. These studies offer some insights into the real issues that SMEs are facing, in that they highlight the primary risks and key factors influencing the successes and failures of SMEs in such a competitive and challenging business environment. These research findings have become reference materials for the banking community, particularly the DFIs, and have enabled some of these financial institutions to develop and provide specialised financing and advisory services to SMEs at large.

The following is an overview of CEDAR's publications and research partners:

Publication	Research Partner
SMEs in Malaysia: Industry Research on the Oil, Gas and Energy Sector	UTM
SMEs in Malaysia: Industry Research on the Wholesale & Retail Sector	UNIRAZAK
SMEs in Malaysia: Industry Research on the Tourism & Hospitality Sector	UPM
SMEs in Malaysia: Industry Research on the Healthcare Sector	CESMED (UKM)
SMEs in Malaysia: Industry Research on the Education Sector	IIUM
SMEs in Malaysia: Industry Research on the Green Technology Sector	UNIMAP
New Gen Entrepreneurship in Malaysia: A Vibrant Economic Force	MASMED (UITM)
Women & Family Entrepreneurship in Malaysia: A Formidable Economic Force	UNIRAZAK
Promoting Inclusivity Among Malaysian SMEs: An Observation	UUM

■ RESPONSIBLE OPERATIONS BEYOND FINANCING

Other publications offered by CEDAR include:

- The monthly BizPulse bulletin
- The quarterly ACE magazine
- Case studies of selected Malaysian SMEs
- The Instructor's Manual to Case Studies of Selected Malaysian SMEs
- The "Lonjakan Berganda" (Quantum Leap) publication

Strengthening SMEs via Knowledge Sharing Platforms

To complement its training, coaching and research publications, CEDAR also conducts knowledge sharing programmes. The quarterly CEDAR MindLab Series is a special programme to address the common issues that Bumiputera entrepreneurs face in business. This MindLab Series aims to inculcate a competitive attitude and a positive outward mind-set among Bumiputera entrepreneurs while instilling the requisite knowledge, skills and confidence to manage and increase their wealth. Through each session of the MindLab Series, targeted Bumiputera entrepreneurs have the opportunity to learn from the experiences of an expert guest speaker as well as bounce ideas off them so that they can bridge gaps in specific areas.

The 2016 MindLab Series addressed issues faced by entrepreneurs in the Tourism & Hospitality, Healthcare and Food & Beverage industries. The following sessions conducted throughout 2016 drew the following number of participants:

- Series (1/2016): Survival Instincts in Business (1 June 2016) 55 participants
- Series (2/2016): Survival Instincts in F&B Business (19 August 2016) - 50 participants
- Series (3/2016): Survival Instincts in Tourism & Hospitality Industry (26 October 2016) - 42 participants
- Series (4/2016): Survival Instincts in Healthcare Industry (8 December 2016) - 49 participants



Supporting the Government's Economic Agenda

CEDAR continues to support the National Economic Agenda by positioning entrepreneurship as the focal point for the nation's growth and is working towards gaining further traction and sustainability in the Malaysian market. In the future, CEDAR aspires to extend its reach beyond the local market by venturing into ASEAN and other emerging economies through strategic partnerships and collaboration with the respective relevant organisations in these markets.

In line with the Government's SME Masterplan 2012-2020, which includes the promotion of human capital and entrepreneurial development, CEDAR is doing its bit to strengthen the capacity and capability of entrepreneurs as well as local and international DFI professionals. As a subsidiary of SME Bank, CEDAR's competitive advantage is that it is able to leverage on the strength and experience of the Bank to reach out to a broader segment of the market and directly benefit entrepreneurs and SMEs.



SHARIAH PRINCIPLES FORM THE BACKBONE OF OUR OPERATIONS

The past four years have seen SME Bank focusing its efforts on becoming a full-fledged Shariah-compliant DFI. This was the main goal of our Five-Year Transformation Plan and we achieved this when we officially embedded Shariah principles into our operations on 18 June 2015, symbolically coinciding with the first day of Ramadan 1436H.

In order to fulfil this mission, we ensure our employees are imbued with the necessary skills and experience to manage the Bank's Islamic finance portfolio. We also encourage our customers to convert their conventional accounts to Islamic financing accounts as well as engage with them continuously to offer free moving costs, the same monthly payments and preferential terms and conditions. These efforts have proven successful with (91.2%) of the Bank's customers to date having converted their accounts to Islamic financing compared with 15% when SME Bank was first established in October 2005.

■ RESPONSIBLE OPERATIONS BEYOND FINANCING

THROUGH ITS HOLISTIC RISK MANAGEMENT APPROACH, SME BANK HAS ESTABLISHED VARIOUS MECHANISMS TO EFFECTIVELY MANAGE THE RISKS IN ITS DAY-TO-DAY BUSINESS OPERATIONS.

MANAGING RISK

On top of the existing listing of non-qualified business activities for financing as stipulated in the Bank's Credit Operation Guide, SME Bank also have in place other control measures to effectively manage credit risk at the macro level.

Negative and Selective Lists

SME Bank has expanded the internal definition of business activities not qualified for financing under its products and services schemes to include sectors with no or limited opportunity for growth, that the Bank has no or limited knowledge of or that could be detrimental to its sustainability going forward. These sectors are classified as 'Negative List', based on the assessment on the latest development and economic forecast on each of the sector. Additionally, there are also certain sectors which have been internally classified as 'Selective List' primarily as a result of unfavorable economic prospects as influenced by the market conditions, but with foreseeable opportunity for further growth. These lists act as references and mechanisms to alert the respective business functions to be extra vigilant in extending financings to these classified sectors.

The 'Negative and Selective Lists' shall be reviewed on an annual basis or when there are signs of significant adverse changes in the sectoral outlook and/or general market conditions.

Sectoral Concentration Limits

In an effort to prevent concentration towards a particular economic sector, SME Bank has established internal thresholds for all its financing exposures. These limits have been established and reviewed annually in congruent with the current performance and outlook of the sectors, without compromising the target sectors as specified under the National Key Economic Areas (NKEA). Trigger limits are also in place allowing for ample timing to implement policy response, if required.

Industry Risk Scanning

The Bank, via its Group Risk Management Department, has also conducted periodic industry studies to provide assessment on current issues surrounding selected sectors. To date, the Bank have covered amongst others topics such as the impact on Trans-Pacific Partnership Agreement (TPPA), oil and gas, wholesale and retail, education, medical, transportation, and China economic slowdown. These studies are shared within the Bank in order to provide general guidance for the purpose of financing application assessment, in regards inherent risks as well as deviation factors associated to those risks.

Risk Appetite Statement

In achieving its business objectives as well as obligations towards the relevant stakeholders, the Bank has proactively instituted a risk appetite statement, demonstrating its ability and willingness to tolerate and assume certain types of risk exposures. The statement, which consists of mainly credit, market, liquidity, operational and Shariah risks, is formulated taking into consideration the Bank's actual performances in the past three to five years, strategic business directions as well as industry practices and data. It is approved by the Board of Directors and monitored by Group Risk Management Department on a regular basis and shall be revised on annual basis. Any deviation to the statement metrics shall be escalated to the Senior Management, together with feasible recommendations to address issues at hand.

OUR ANTI-CORRUPTION STANCE

SME Bank is highly committed in complying with the highest ethical standards and all applicable anti-corruption laws. This is in line with our core values, business principles and various internal policies that espouse ethical behaviour and an anti-corruption stance as an integral component of our business operations. To continuously uphold high ethical standards in its business operations, we have established the following internal policies and procedures:

Code of Conduct

The Bank's Code of Conduct which was revised on 25 June 2015 prohibits the Bank's staff from offering or accepting bribes for their own or for their relatives' benefit. The Code of Conduct spells out what constitutes corrupt practices and highlights that accepting and attempting to solicit any gratification from any party is part of major misconduct.

(ii) Corporate Integrity Pledge

As part of our commitment to upholding a culture of integrity within the Bank (which comes under the purview of the Malaysian Anti-Corruption Commission), we signed the Corporate Integrity Pledge on 26 May 2016 where the Bank has agreed to create a business environment that is free from corrupt and unethical practices. To operationalise this, we established a Corporate Integrity Section within the Group Compliance & Risk Management Division to implement the relevant programmes or initiatives supporting these objectives.

■ RESPONSIBLE OPERATIONS BEYOND FINANCING



(iii) No-Gift Policy

We have also established a No-Gift Policy to promote proper business practices within the Bank. All employees are required to practice and demonstrate equal treatment, unbiased professionalism and non-discriminatory actions towards all customers and stakeholders as well as others who are dependent or associated with the Bank. The Bank believes that by doing so, it will not compromise the individual's judgment.

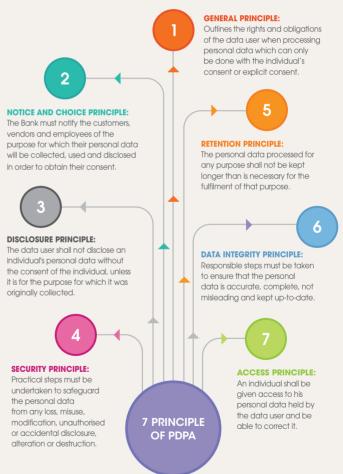
In addition to the aforementioned activities, our Group Audit Division investigates any allegations of corruption and unethical practices to ascertain their validity. The results of these investigations are reported to the Audit Committee and the Group Human Capital Management Division is tasked with undertaking the necessary actions if it involves the Bank's employees. The Bank takes any instance of corrupt and unethical practices seriously and those who are found guilty will be dismissed from the Bank with further action taken where necessary.

SME BANK IS DEEPLY COMMITTED IN COMPLYING WITH THE HIGHEST ETHICAL STANDARDS AND ALL APPLICABLE ANTI-CORRUPTION LAWS.

PROTECTING PERSONAL PRIVACY

SME Bank is governed by the Secrecy Provision under the Development Financial Institutions Act 2002 (DFIA). Section 119 of the DFIA stipulates that the Bank shall not disclose to any other person any document or information relating to the affairs or accounts of our customers. Notwithstanding the above, pursuant to Section 120 of the DFIA, the Bank is allowed to disclose its customers' information only for specific purposes and to specific persons as stipulated in the Fourth Schedule of the DFIA.

In addition to the above, we are also subject to the Personal Data Protection Act 2010 (PDPA) which protects an individual's personal data in relation to commercial transactions. Pursuant to the PDPA, the Bank as the registered data user, shall process personal data in line with the following principles as stipulated under the PDPA:



■ RESPONSIBLE OPERATIONS BEYOND FINANCING

SME Bank remains deeply committed in complying with the Secrecy Provision under the DFIA and the principles as set out in the PDPA. We go to great lengths to ensure that our customers' personal data is not disclosed for any purpose other than for which it was collected. The Bank may only disclose customers' personal data to any party to whom we are obligated to under the requirements of any law or as required by any regulatory or statutory authority.

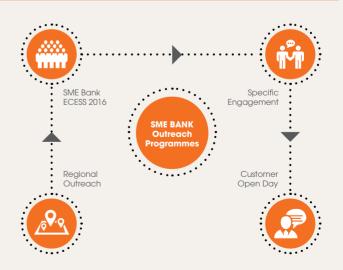
To date, the Bank has complied with the following seven principles under the PDPA:

Requirement Under the Act	Action Taken to Comply
General Principle: Personal Data can only be processed with the consent or explicit consent of the data subject.	Incorporated consent clause by the customers in all application forms.
Notice and Choice Principle: The Bank must notify the customers, vendors and employees of the purposes for which their personal data will be collected, used and disclosed in order to obtain their consent. The Written Notice must be in both English and Bahasa Malaysia.	 In May 2015, the Bank published notices on personal data protection (PDP) through: The corporate website; Prominent areas at the Head Office, Regional Centres and Enterprise Centres; and The Bank's intranet.
Disclosure Principle: The Bank is not allowed to disclose personal data to a third party unless permitted under the PDPA.	The provision is in line with the DFIA.
Security Principle: The Bank must take practical steps to protect the personal data from any loss, misuse, modification, authorised or accidental access or disclosure, alteration or destruction.	The provision is in line with the Bank's Group Information Technology Policies and Procedures.
Retention Principle: The Bank is required to cease processing personal data once the purpose of its collection has been fulfilled.	The provision is in line with the Bank's Security Documentation and Letter of Offer Policies.
Data Integrity Principle: Reasonable effort must be undertaken to ensure that personal data processed is complete, accurate, not misleading and kept updated.	The provision is in line with the Bank's Group Information Technology Policies and Procedures.
Access Principle: The data subject has the right to access and correct his or her personal data.	The following forms are accessible via the corporate website: Personal Data Access Request Form; and Personal Data Correction Request Form.

EFFECTIVE CUSTOMER OUTREACH

Unserved and underserved SMEs face many challenges, one of the major ones being the ability to obtain sufficient financing. Driven by our mandated role to nurture and develop SMEs, the Bank continues to provide the much needed financing and capacity building that entrepreneurs require through a variety of proactive measures.

Over the years, we have discovered what works best for entrepreneurs and have developed comprehensive engagement programmes that effectively meet the needs of our target audiences in a holistic manner. These outreach activities have done much to develop long-lasting business relationships and smart partnerships with our stakeholders as well as helped bolster our market presence. In 2016, we rolled out the following outreach programmes.



■ RESPONSIBLE OPERATIONS BEYOND FINANCING





Regional Outreach Programmes

Our Regional Outreach Programmes enable SMEs and the general public to explore how the Bank can best cater to their financing needs. The 2016 series was conducted at 15 locations throughout Malaysia between 26 January and 10 August.

SME BANK XCESS 2016

This initiative accords SMEs the ability to engage directly with the Bank on their financing needs and developmental assistance. The XCESS 2016 event was held at the MATRADE Convention Centre, Kuala Lumpur on 8 March 2016.

Specific Engagement Sessions

We also provide the platform for targeted SMEs to directly explore how the Bank can support their financing and development needs. Between 14 January and 24 November 2016, we received enquiries from some 590 entrepreneurs at Menara SME Bank.

SME Bank Customer Open Day

This initiative serves to build and strengthen the relationships between the Bank and its customers by providing SMEs the opportunity to interact directly with us and resolve issues pertaining to their accounts or services. The year saw us holding Customer Open Days at the Seremban, Kuala Lumpur and Ipoh Enterprise Centres during the month of September and at the Rawang Business Centre in November.

The abovementioned outreach programmes all played a part in enhancing SMEs access to financing as evident below:

IMPACT OF SME BANK'S OUTREACH PROGRAMMES

NO	PROGRAMME	OUTCOME
1.	Regional Outreach Programme	RM636 million in financing approved (294 customers)
2.	Specific Engagement Sessions	Exposure to the support offered by SME Bank
3.	SME Bank Customer Open Day	RM6.1 million (8 companies)

OUR PROMOTIONAL ACTIVITIES

Given that SME Bank operates in a highly competitive landscape, we continue to leverage on systematic and comprehensive promotional activities to ensure the Bank remains top-of-mind among our target audiences. In 2016, we embarked on focused campaigns with the objective of reaching out to a wider audience.

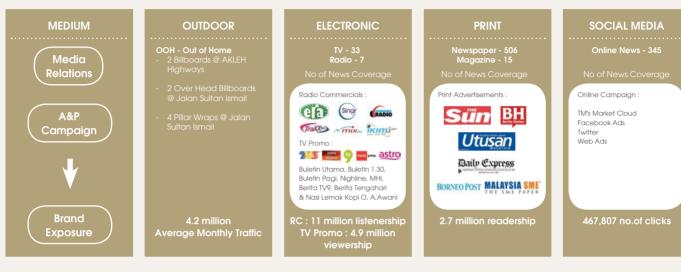
Comprehensive Marketing Campaigns

Towards the end of August 2016, we went all out to promote the Bank's financing solutions nationwide by leveraging on comprehensive marketing campaigns including media relations, advertising and promotions (A&P) as well as online communications campaigns. To reach our target audiences, we tapped mediums such as print advertisements, radio commercials, TV promotions, online promotions and outdoor advertisements.



■ RESPONSIBLE OPERATIONS BEYOND FINANCING

As a consequence of these focussed efforts, we achieved the following results:



Client Success Stories

We continue to employ a variety of motivational tools to share the success stories of clients for existing and future entrepreneurs to emulate.

www.YourSuccessOurStory.com

Back in 2015, we launched a campaign website, www. YourSuccessOurStory.com, featuring the success stories of 10 of our customers. This platform is a strong marketing and branding tool that clearly presents our business through real life stories. The website also acts as an online portal for the SME Bank Y-Biz Challenge and the 90-Days Biz Challenge.

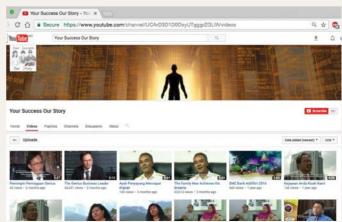


YouTube Channels

The Bank's customer success stories are also featured on the Bank's YouTube campaign channel, "Your Success Our Story". To date we have successfully attracted more than 450,000 YouTube views. The 10 episodes featured are as follows:

- Episode 01 The Boy Who Wanted To Fly
- Episode 02 The Dock Cleaner's Guide To Success
- Episode 03 The Housewife Who Became a CEO
- Episode 04 The Rubber Tapper's Grandson
- Episode 05 The Rise of Mr Cendol
- Episode 06 The Police Hero
- Episode 07 The Big Turnaround Story
- Episode 08 Homecoming Success Story
- Episode 09 The Ordinary Girl
- Episode 10 Your Success is Our Story

We also have the official SME Bank Malavsia YouTube channel that is used to promote our "i-SME" TV programme.



■ RESPONSIBLE OPERATIONS BEYOND FINANCING

INFRONT Magazine

Highlighting the success stories of selected SME Bank customers, the quarterly published INFRONT aims to inspire both current and future business owners. Since 2015, we have published four issues of INFRONT featuring 30 successful customers.



SME News

We use this medium to update stakeholders on the developments taking place at SME Bank and within the SME community. SME News is published on a quarterly basis and highlights the Bank's corporate activities, the issues SMEs face, corporate responsibility activities, industry reports, training and development as well as branch activities, among other things. We have published seven issues of SME News since 2014.



Industry Publications

As mentioned previously, CEDAR publishes various publications as reference material and a source of knowledge for the SME industry. These include:

BizPulse, a complimentary monthly bulletin that provides insights and analyses of the current issues affecting SMEs as well as helps entrepreneurs to keep abreast of the latest SME news and developments. BizPulse also provides business alerts and market outlooks for diverse industries, plus shares insights and tips on how to be an entrepreneur and how to run an organisation.



ACE Magazine, published every quarter, is an exclusive magazine for the SME community in ASEAN. The magazine aspires to act as a bridge for entrepreneurs in the ASEAN region to meet, share and grow their businesses.



■ RESPONSIBLE OPERATIONS BEYOND FINANCING

Mobile and Online Initiatives

Entrepreneurs and the general public are now able to obtain information on the Bank quickly and more efficiently via the Bank's dedicated mobile applications and its enhanced mobile website.

4SME Engagement App

The 4SME mobile app is a one-stop platform that houses the data and information on customer project development and progress.

Enhanced Mobile User Experience

As of July 2016, mobile users accessing the Bank's website (www. smebank.com.my) have been enjoying a more engaging experience even as the mobile environment functionality and user interface have been enhanced. The enhancements are enabling users to access SME Bank information on their mobile devices in a quicker, more efficient, and compelling manner.

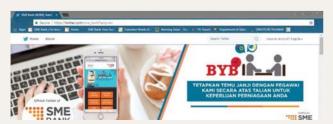
Other Communications Platforms

While our corporate website and annual report are the most comprehensive sources of information on our social, environmental and financial performance, we also engage with our stakeholders through a variety of social media channels including Facebook and Twitter.

The SME Bank Facebook Page is utilised to promote the Bank's products, services, events and brand awareness. It also incorporates knowledge sharing postings from other government agencies. During events, SME Bank's Facebook page is also tapped to broadcast live feeds on the activities taking place.

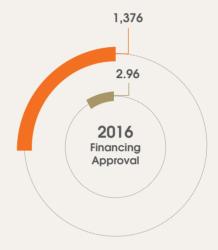


SME Bank's Twitter account is dubbed "SME Bank Link". It is used to promote the Bank's products, services, events and brand to the public in a manner similar to the way our Facebook page is utilised.



THE FRUIT OF OUR EFFORTS

SME Bank's efforts to implement the various outreach programmes as well as coordinate communication campaigns have shown positive results. Since our inception in 2005, we have approved total financing amounting to RM25.7 billion and assisted more than 15,000 entrepreneurs. As 2016, SME Bank's financing records were as follows:









SME BANK'S ENVIRONMENTAL POLICY MANDATES THAT WE OPERATE WITH COMPLETE RESPECT FOR THE ENVIRONMENT. OUR POLICY CALLS FOR US TO PROMOTE ENVIRONMENTAL AWARENESS AND RESPONSIBILITY AMONG BOTH OUR MANAGEMENT AND EMPLOYEES. WE ARE REQUIRED TO NOT ONLY COMPLY WITH CURRENT LEGISLATION BUT TO SURPASS IT WHEREVER POSSIBLE. WE ARE ALSO COMMITTED TO MITIGATING THE IMPACT OF OUR WORK ON THE ENVIRONMENT WHEN SERVING OUR CUSTOMERS AND TO WORKING WITH THEM TO REDUCE THEIR ENVIRONMENTAL IMPACT.



>20% SAVINGS

in energy costs in 2016 following conversion of individual meters to a bulk meter.



OVER 30% REDUCTION

in energy consumption by using energy efficient and long-lasting LED lights as opposed to conventional light bulbs throughout our head office building.



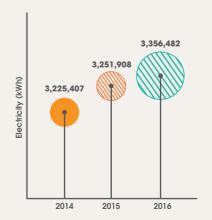
ENERGY MANAGEMENT

Our environmental conservation efforts to date focus primarily on energy management. The Building Energy Management System (BEMS) in place at Menara SME Bank along Jalan Sultan Ismail is the primary means by which we automatically monitor and control a range of parameters such as air-conditioning, ventilation and lighting. The BEMS system also helps us to monitor energy usage and targets by providing real-time data on energy flows, consumption, trends and the overall performance of the head office building. Outside normal working

hours, we have built-in motion sensors that detect movement and trigger lighting only when it is needed. This ultimately helps us reduce needless energy consumption.

Throughout our head office building, we have replaced conventional light bulbs with LED bulbs that are extremely energy efficient and long-lasting. An LED bulb can reduce energy consumption at least 30% compared to a conventional light bulb and can last up to 25% longer. LED lighting is also more environmentally friendly in that it uses significantly less power to shine more brightly.

ELECTRICITY CONSUMPTION



In 2016, our energy usage increased by 3% to 3,356,482 kWh, due to all floors operating at maximum capacity.

SUSTAINABILITY FNVIRONMENT



In 2016, our energy usage increased by 3% to 3,356,482 kWh from 3,251,908 kWh in 2015, due to all floors operating at maximum capacity. However, our energy consumption costs could have been more had we not converted our individual meters to a bulk meter. This measure enabled us to derive some 20% savings in energy consumption costs in 2016.

Tapping a Variable Speed System Reduce Energy Demand

We continue to leverage on a costeffective Variable Refrigerant Volume (VRV) system when managing cool air loads. The VRV system matches the air volume with the actual cooling loads and reduces the energy consumption of the Air Handling Unit (AHU) by between 20% and 60% in comparison to constant air volume systems.

WATER MANAGEMENT

Recognising that the issue of water management is becoming an increasingly important one, we continue to monitor water usage with the aim of reducing consumption. Today, our head-office building boasts built-in water-saving features including water-saving taps and showerheads as well as low-flush or dual-flush toilets. We undertake regular maintenance and address leakage promptly especially in regard to toilets, taps and other water fixtures.

WASTE MANAGEMENT

Recycled rubbish can be turned into a valuable resource. Here at SME Bank, waste management involves treating solid wastes and bringing into play various solutions to recycle items that were originally intended for the landfill.

SME Bank pays strict attention to waste management matters and ensures waste is disposed of safely and efficiently. Improper solid waste disposal can create unsanitary conditions that may lead to environmental pollution and the outbreak of vector-borne diseases. As such, solid wastes are disposed of by appointed licensed contractors who now collect this waste on a daily basis.

Waste Reduction through 3R

Corporate responsibility is about people doing the right things at work and our efforts to recycle waste are a significant part of this approach. Whenever possible, we ensure we reduce the amount of waste we generate.

WATER CONSUMPTION



In 2016, our water consumption reduced by 37% to 27,403 m³ from 43,820 m³ previously as a result of consistent monitoring and proactive repair works to minimise leaking. The upgrading works on the main pipeline and domestic water tank, air-conditioning water tank and gate valve implemented in 2015, appear to be paying off.

SUSTAINABILITY **FNVIRONMENT**

We are constantly using sophisticated components such as printer cartridges and toners to assist us in our daily work. These products contain toxins that can damage the environment if not handled properly when we are done with them. By recycling this office waste in the correct manner, we are helping to prevent the environment from being contaminated, facilitating the reuse of elaborate components, and reducing the amount of land required for landfill. Ultimately, all this moves us closer to our aim of recycling all waste.

GREEN BUILDING INITIATIVES

Green Building activities relate to the incorporation of environmentally-friendly and resource-efficient processes at each stage of construction, right from site selection and the design stage, to construction and operations followed by maintenance, renovation or even demolition activities.

SME Bank began incorporating green building features in the design and construction of our new head office back in 2014 with the objective of mitigating any possible environmental impact from our activities. Since then, Menara SME Bank has met all the requirements for Green Building Index or GBI certification and is expected to achieve full GBI certification by October 2017.

Our green office building concept and design covers six focus areas. These include indoor environmental quality, sustainable site planning and management, innovation, water efficiency, materials and resources, and energy efficiency.

The green building concept we have adopted concentrates mainly on two aspects:

- Increasing the efficiency of the building in terms of energy, water and materials usage; and
- Reducing its impact on human health and the environment through better site selection, design, construction, operation, maintenance and removal throughout the complete life cycle of the building.

EXAMPLES OF ITEMS THAT ARE RECYCLED DAILY



SUSTAINABILITY FNVIRONMENT

KEY GREEN FEATURES IMPLEMENTED AT OUR SME BANK BUILDING



ENHANCED COMMISSIONING

- Improvements to ensure the building's major energy-using systems are repaired, operated and maintained effectively to optimise energy performance;
- Commissioning plan for the building's major energy-using systems;
- Management training to raise awareness and improve skills on a broad range of sustainable building operation topics such as energy efficiency as well as building, equipment and systems operations and maintenance; and
- An updated building operating plan to reflect any changes in the occupancy schedule, equipment run-time schedule, design set points and lighting levels.



LIGHTING ZONING

- Flexible lighting controls to maximise energy savings;
- Individual switches for all individual or enclosed spaces;
- Auto-sensor controlled lighting with daylighting strategy for all perimeter zones and daylight areas; and
- Motion sensors that complement lighting zoning for at least 25% of landlord and common areas.



ENVIRONMENTAL TOBACCO SMOKE (ETS) CONTROL

- Smoking is prohibited in the building and exterior designated smoking areas are located away from entries, outdoor air intakes and operable windows:
- Smoking is prohibited in the building except in designated smoking rooms; and
- Negative pressure and an effective air filtration system is installed in smoking rooms.



INTERNAL NOISE LEVELS

- Internal noise levels maintained at a safe level that ensure 90% of noise levels do not exceed the following ambient internal noise levels:
 - **x** Within the entire baseline building general office space, noise from the building services does not exceed 40dBAea; and
- **x** Within the baseline building office space, the sound level does not exceed 45dBAea for open plan or 40dBAeq for closed offices.



THERMAL COMFORT: **DESIGN & CONTROLLABILITY OF SYSTEMS**

• Individual comfort controls for 50% of the building's occupants that allow adjustments to suit individual tasks and preferences.



AIR CHANGE **EFFECTIVENESS**

 Effective delivery of clean air through reduced mixing with indoor pollutants to promote a healthy indoor environment.



ELECTRICAL SUB-METERING

 Sub-metering for all energy usage more than or equivalent to 100kVa.

▼ PRIORITISING CUSTOMER-CENTRIC SERVICE DELIVERY



SME Bank remains committed to ensuring our customer service and engagement activities remain a priority. To this end, the Bank's Customer Service Management (CSM) Department, a core unit under the Operations Division, is tasked with undertaking these essential customer-centric activities:

- To facilitate customer feedback, suggestions and complaints to help deliver effective services and improve product packages;
- To ensure customers are completely satisfied with the Bank's services;
- To manage complaints and enquiries in a structured manner;
- To develop an income generating platform.

In 2016, CSM embarked on a holistic customer service delivery approach whereby a total of 23 customer-oriented action plans were initiated and acted on by CSM in tandem with other teams. The action plans underwent a prioritisation process and were given specific implementation timelines by CSM and process owners. The service delivery areas that underwent change included the following to provide an enhanced end-to-end customer experience.

DELIVERABLES AND IMPACT OF HOUSTIC CUSTOMER SERVICE DELIVERY APPROACH 2016



Increased service efficiency and effectiveness at the physical/tangible and common areas and touch points.





providing services through an improved helpdesk system and e-survey for better control and monitorina.

to a common cause, i.e "Customer First





Established guidelines for Corporate Identity standards on standardisation of the look and feel of the network to provide clearer perspective that all elements within the system - from products to human behaviour - are interrelated and form the service system

Throughout this exercise which aimed to deliver an improved customer experience internally and externally, there was a symbiotic effort by the diverse teams to ensure that the service delivery efforts were carried out in a holistic manner. By the year's end, there were noticeable changes in service delivery efforts although some improvements are still ongoing.

▼ PRIORITISING CUSTOMER-CENTRIC SERVICE DELIVERY

Ensuring Customer Satisfaction

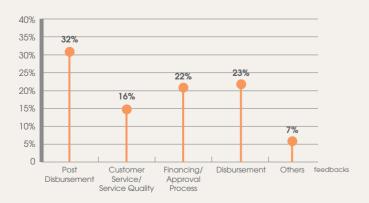
Internal and external customer satisfaction surveys are conducted annually and form part of the Bank's Corporate KPIs. The External Customer Satisfaction Survey (ECSS) covers service delivery from the point of 'the moment of truth' and the initial application process to the first disbursement phase. Among the surveys conducted for external customers are the moment of truth survey by walk-in customers (conducted at our e-kiosks), the new customer survey (conducted over phone interviews) and the existing customer survey (also conducted over phone interviews). The diverse ECSS enable suggestions and feedback from customers to be gathered for continuous improvement.

For 2016, the main issues identified were the turnaround time of internal processes, the efficiency of the Bank's system as well as staff behaviour and competencies. The improvement initiatives and strategies led to the implementation of the aforementioned Holistic Customer Service Delivery Approach 2016 and a Customer Service framework leveraging on the Blue Ocean Strategy. As a result of these initiatives, the Customer Satisfaction Index rose to 88,4% in 2016 from 85,5% in 2015.

Customer Satisfaction Index



Nature of feedbacks



ADVERTISING AND PROMOTION GUIDELINES

As we carry out our various marketing campaigns, our Advertising and Promotion Team is tasked with ensuring that all our communications complies with the relevant regulations. The team also reviews marketing materials to check their accuracy and gauges how best to present product risks and benefits in a balanced manner. All our advertising and promotions materials and activities must strictly adhere to our Corporate Identity guidelines as well as be endorsed by the Shariah Committee before they are released.

The Bank is also expected to give due consideration to our customers' interests when developing, marketing or selling any new products. Adequate internal procedures are in place to ensure the fair treatment of customers to avoid the potential of any misselling, unfair terms and conditions, unclear statements, inaccurate information and business practices that restrict customers' freedom of choice.





▼ COPORATE RESPONSIBILITY AT HEART

SME BANK REMAINS COMMITTED TO ELEVATING THE WELLBEING OF THE COMMUNITIES WHERE WE DO BUSINESS AND TO BETTERING SOCIETY. WE DO THIS THROUGH MAKING CHARITABLE CONTRIBUTIONS TO THE LESS PRIVILEGED IN SOCIETY AND BY IMPLEMENTING FOCUSED AND SUSTAINABLE CORPORATE RESPONSIBILITY INITIATIVES THAT HELP COMMUNITIES THRIVE.

For the year in review, we continued to effect positive change through corporate responsibility activities that involved charitable giving, community partnerships and employee volunteerism.

Lending a Helping Hand



The month of March 2016 saw SME Bank distributing zakat (alms) amounting to RM57,3000 to seven selected asnaf for the repair of their houses in Hulu Langat, Selangor. The selection of the recipients was made in collaboration with Islamic Relief Malaysia (IRM), an NGO that is actively involved in organising charitable activities in Malaysia and abroad. We also donated RM5,000 to repair the flooring and ceiling of Surau Taufikiah in Hulu Langat, Selangor. All the contributions was presented by YBhg. Tan Sri Faizah Mohd Tahir, Chairman of SME Bank on 16 March 2016 at the Dusun Tua Community Hall in Hulu Langat.

X Charitable Acts During Ramadan

As part of our efforts to elevate the wellbeing of communities during the month of Ramadan, we undertook the following charitable acts:

Gotong Royong in Semenyih

A total of 24 staff volunteered to help clean up the Muslim cemetery at Jalan Sungai Lembing, Semenyih in preparation for Hari Raya Aidilfitri.



Distribution of Groceries

Under SME Bank's Ramadan Programme, our staff contributed groceries and cash donations that were distributed to homes for orphans and the elderly as well as single mothers and the less fortunate.



Zakat Contribution to Four Communities

To assist asnaf in preparation for the holy month of Ramadan, we contributed zakat amounting to RM80,000 to the communities at Pekan, Tambun, Pontian and Ledang.



▼ COPORATE RESPONSIBILITY AT HEART

Caring and Sharing with Others

SME Bank and Selayang Community College teamed up to cook the special Ramadan dish, bubur lambuk, at the compound of the SME Bank Head Office. A total of 1,500 packs of bubur lambuk were distributed to the public.

As Ramadan is about caring and sharing with others, SME Bank organised the distribution of 1,100 food packs to the public at Terminal Bersepadu Selatan, the Kuala Lumpur Homeless Transit Centre, UTC Pudu Central and Masjid Albukhary, Kuala Lumpur.







Reaching Out on a Nationwide Basis

To ensure our Ramadan initiatives reached the national level as well as to inculcate the spirit of volunteerism, empathy and unity among the Bank's staff, our network of branches organised their own Ramadan programmes at their respective locations.







Appreciating Our Armed Forces

To show our appreciation to the Malaysian Armed Forces, SME Bank once again joined in the handing over of Hari Raya hampers organised by BAKTI (Badan Amal dan Kebajikan Tenaga Isteri-Isteri) on 21 June 2016. The event was officiated by YB Datuk Seri Hishamuddin Tun Hussein, Minister of Defence in the presence of YABhg. Datin Paduka Seri Rosmah Mansor, the President of BAKTI.



▼ COPORATE RESPONSIBILITY AT HEART



SME BANK Y-BIZ CHALLENGE

The year 2016 marked the fifth consecutive year of the Bank's signature corporate responsibility programme, namely the "Program Inovasi Usahawan Muda - SME Bank Y-Biz Challenge". This ongoing effort with the Co-curricular and Arts Division of the Ministry of Education (MOE) has done much to nurture and groom future entrepreneurs amongst secondary school students in Malaysia. The programme aims to raise students' interest in entrepreneurship, provide them with the opportunity to explore their creativity and innovativeness, as well as accord them the knowledge to become potential entrepreneurs in the future.

For the 2016 competition, which ran from 4 January to 30 August 2016, the Y-Biz Challenge Secretariat sent out participation forms to 2,394 secondary schools throughout Malaysia under the purview of the MOE as well as 9 private schools. Some 88 entries were received of which two were from the private schools.

The breakdown of schools that participated in the programme is as follows:

No.	States	No. of schools
1.	Johor	12
2.	Pulau Pinang	13
3.	Kuala Lumpur	6
4.	Terengganu	11
5.	Kedah	4
6.	Melaka	3
7.	Perak	5
8.	Kelantan	1
9.	Pahang	5
10.	Sabah	9
11.	Selangor	16
12.	Negeri Sembilan	2
13.	Perlis	1
	Total	88







COPORATE RESPONSIBILITY AT HEART







Preliminary Round

The preliminary round of the Y-Biz Challenge on 5 September 2016 led to the selection of 20 schools. The panel of judges comprised representatives from the MOE, CEDAR, Majlis Rekabentuk Malaysia (MRM) and SME Bank itself.

Semi-Final Round and Boot Camp

The semi-final round and boot camp session of the Y-Biz Challenge was held at Cherengin Hills Convention & Spa Resort, Janda Baik in Pahang from 27 to 29 September. A total of 80 students and 20 teachers attended the bootcamp. All the 20 semifinalist were given seed capital of RM1,000 each to produce the prototype of the product or service. The teams were exposed to topics touching on entrepreneurship, leadership skills and product design. They also participated in motivational talks and various group activities conducted by the invited speakers and an appointed training consultant.

Final Round

Following the presentation of their project proposals and product prototypes to the panel of judges comprising representatives from CEDAR, the MOE and MIMOS, 10 schools were selected to compete in the final round. The final competition was held on 8 November 2016 at Menara SME Bank with the 10 finalists presenting a progress update on their respective businesses to the panel of judges made up of representatives from CEDAR, the MOE, MIMOS and Jemz Advertising Sdn. Bhd. (a successful client of SME Bank). A representative from KHR Chartered Accountants was appointed as an external auditor to verify and endorse the results and the selection of the top three winners.

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AFTER FIVE CONSECUTIVE YEARS OF THE SME BANK Y-BIZ CHALLENGE, THE COMPETITION HAS SUCCESSFULLY ACHIEVED ITS INTENDED OBJECTIVES. SOME OF THE PARTICIPANT SCHOOLS HAVE STARTED SELLING THEIR PRODUCTS THROUGH THEIR COOPERATIVE CLUBS.

List of Winners

SME BANK Y-BIZ CHALLENGE 2016 WINNERS

No.	Winner	School
1.	Champion	Sek. Berasrama Penuh Integrasi Rawang, Selangor
2.	First Runner Up	Sek. Men. Keb. Tengku Intan Zaharah I, Terengganu
3.	Second Runner Up	Sek. Men. Keb. Sanzac, Sabah
4.		Sek. Men. Sains Hulu Selangor, Selangor
5.		Sek. Men. Keb. Taman Daya 2, Johor
6.		Sek. Men. Seri Kenangan, Johor
7.	Consolation Prizes	Sek. Men. Keb. Tengku Intan Zaharah, Terengganu II, Terengganu
8.		Sek. Seri Puteri, Cyberjaya
9.		Sek. Men. Keb. Buloh Kasap, Johor
10.		Sek. Men. Keb. Puchong Perdana, Selangor

The prize giving ceremony was held on 10 November 2016 at the Sheraton Imperial Kuala Lumpur. The event was graced by YB Dato' Seri Mahdzir Bin Khalid, Minister of Education, Malaysia who gave away the prizes to the winners.













■ CORPORATE RESPONSIBILTY AT HEART

Project Commercialisation

In previous years, the main focus of the competition was to evaluate students' creativity in producing a product or service that was innovative and had commercial value. However, for the 2016 event, we changed the format to focus on the business aspects and commercial viability of the product or service. The schools participating in the 2016 competition were required to register online and submit their project proposals through the www.YourSuccessOurStrory.com portal. Updates on the new format of the competition were disseminated through the website, emails, Facebook, SMS and WhatsApp.

All participants were also tasked with selling their products or services. The winner of the 2016 Y-Biz Challenge was evaluated based on their success in selling their product or service. For 2016, all 10 finalists were able to demonstrate good business acumen in selling their products or services.

After five consecutive years of the SME Bank Y-Biz Challenge, the competition has successfully achieved its intended objectives. These are some of the participant schools that have started selling their products through their cooperative clubs.



SMK Malim, Melaka - 2013 Finalist

- · Product: D'Lapique, a portable desk cover made from non woven material
- · More than 18,000 units of D'Lapique have been sold since 2013



SM Sains Hulu Selangor, Selangor - 2014 Champion

- Product: Gummy SEMASHUR, a glue made from recycled polystyrene
- 500 bottles have been sold since 2015



Madrasah Idrisiah, Perak - 2015 2nd Runner Up

- Product: E-Pro Buster, a pest repellent ael
- · More than 30,000 units have been sold since 2015
- · Madrasah Idrisiah has set up a factory in Indonesia
- · Penetrated the international market (Indonesia and Brunei)



SBP Integrasi Rawang, Rawang, Selangor - 2016 Champion

- · Product: Essential Fan, a scented hand fan that reduces migraines and the flu
- Penetrated international market (Dubai and Thailand)



SMK Tengku Intan Zaharah 1, Terengganu - 2016 1st Runner Up

- Product: Pereskia Gel For Eyes, an eye treatment gel with ingredients extracted from the Pereskia plant
- More than 2,000 units have been sold to local communities and university students



SMK Sanzac, Sabah - 2016 2nd Runner Up

- · Product: Chantek-Sira Soap, a herbal beauty soap to cure skin problem
- · Have begun to produce and market the product since 2016 to local communities



■ CORPORATE RESPONSIBILTY AT HEART

Creating Added Value

letters and brochures were sent to all schools to ensure maximum exposure.

After the Challenge's prize giving ceremony, we received 36 media mentions via TV, radio, social media and print media.

Type of Media	No. of Clips	Reach
TV	3	2 million viewers
Social Media	17	64 pax
Newspaper	13	7.2 million readers
Total	36	

SME Bank lulus lebih

RM200j pembiayaan

By REBECCA RAJAENDRAM educate@thestar.com.my

UPSR format

may be changed

Exam could be school assessment-based

UPSR results out next Thursday

Entrepreneurship a popular subject among students now: SME Bank

Among students now: SME Bank

KUAAA LUMPUR: Enterperneurship is now
a popular subject among students based
on the increasing number of participants
on the increasing number of participants
in the SME Bank V-Buc Challenge 2016.

SME, Bank Chairman, Tan 3ri Faizab
Mohd Tahir, said the programme, in its
flow years and the years
high side.

"At the start of the competition in 2016,
here were ago entries of which 1,344 were
middle school students. Since then, the
foung Entrepreneur Innovation Programme SME V-Buc Challenge 2016 In the
foung Entrepreneur Innovation Programme SME V-Buc Challenge 2016 programme yearing creenony here Thursday.

A total prize pool of RMg1,000 was
given out to the winners and participants of
this year's event, which attracted 88 participants, of which 46 were first-timers.

SME T-Buc Loadlenge 2016 In the
Challenge 2016 In the





Portfolio terkini pinjaman

SME Bank cecah RM5.9b

RM200 juta kepada PKS

Our efforts to promote the SME Bank Y-Biz Challenge 2016 included promoting the competition through the official Y-Biz Challenge Facebook page and SME Bank's portal www.YourSuccessOurStory.com. The Co-curricular and Arts Division of the MOE also disseminated information on the competition to all the State Education Departments (JPN) throughout Malaysia. Apart from that,

Type of Media	No. of Clips	Reach
TV	3	2 million viewers
Social Media	17	64 pax
Newspaper	13	7.2 million readers
Total	36	

SME Bank asah bakat muda



Tuah kipas

SBPI juarai Program Inovasi Usahawan Muda-SME Bank Y-Biz Challenge 2016



Keusahawanan subjek popular dalam kalangan pelajar

KUALA LUMPUR: Keusahawanan kini merupakan bawanan mereka.

"Pada permukan pertandangan pelajar berdaserkan kepada peningkatan bilangan pelajar berdaserkan kepada peningkatan bilangan penyertaan bagi program 1,344 kilah pelajar sekolah merekan bagi program 1,344 kilah pelajar sekolah merekan bagi program 1,344 kilah pelajar sekolah di merekan bagi program 1,344 kilah di me

angan pada 2012, terdapat dop penyertan yang mana penyertan bagi program 1,343 ialah pelajar sekolah SHE Bank Y-Biz Challenge 2016. Pengerusi SME Bank, Tan 57i Feizah Mohd Tahir, berkata den kata program itu yang kini memsukit tahun kelimanya bertujuan ameryedakan plata-form bagi golongan muda Muda SME Y-Biz Challenge

■ CORPORATE RESPONSIBILTY AT HEART



"This competition should continue well into the future because this programme is not only able to groom and nurture future entrepreneurs, but has indirectly enabled participants to share their knowledge and experience".

YB. Dato' Seri Mahdzir Khalid, Minister of Education, Malaysia



"The success achieved by the participants of the SME Bank Y-Biz Challenge has indirectly carved a good name for Malaysia in the international arena".

> Tan Sri Faizah Mohd Tahir, Chairman, SME Bank





"This programme actually builds students' level of confidence and nurtures their minds to think innovatively and create new products to sell".

Pn. Nowenna Willie D. Tamsin. Teacher. SMK Sanzac, Sabah



"SME Bank Y-Biz Challenge is the best platform for students as it enables them to bring forth their ideas and creativity and turn it into a product that they can sell".

En. Shahrul Anuar, Teacher, SMK Seri Kenangan, Johor



This programme has provided us a lot of knowledge about entrepreneurship and innovation. It has also enhanced students' creativity and has helped nurture their minds to think out-of-the-box.

Abdullah Hafeez. Student. SBP Integrasi Rawang











▼ OUR PROMISE TO OUR PEOPLE

AT SME BANK, WE ARE COMMITTED TO CREATING AND MAINTAINING A SAFE AND ENGAGING WORK ENVIRONMENT THAT IS CONDUCIVE TO ATTRACTING, DEVELOPING, RETAINING AND SUPPORTING A HIGH-PERFORMANCE WORKFORCE. OUR PEOPLE ARE A KEY ASSET AND INTEGRAL TO OUR LONG-TERM SUCCESS AND WE FOCUS OUR EFFORTS ON EQUIPPING THEM WITH THE RIGHT TOOLS AND KNOWLEDGE SO THEY CAN PRODUCE EXCELLENT RESULTS. OUR EFFORTS INCLUDE PROVIDING A WORK ENVIRONMENT THAT NURTURES OUR PEOPLE'S PROFESSIONAL AND INDIVIDUAL DEVELOPMENT, EMPOWERS THEM TO MAKE DECISIONS, SUPPORTS A GOOD WORK-LIFE BALANCE, AS WELL AS SAFEGUARDS THEIR HEALTH AND WELLBEING.

OUR DIVERSE WORKFORCE

A workplace that is inclusive and reflects the demographics of the local community is essential. It provides a range of perspectives and approaches that are necessary for our future competitiveness. Recruiting and nurturing a diverse workforce helps us meet the needs of our diverse customer base and the communities in which we operate more effectively. We are proud of our diverse workplace which is what makes us unique.

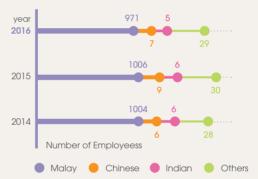
Workforce by Employment Type



Workforce by Employment Contract



Workforce by Ethnicity



Workforce by Gender



Workforce by Age Group



▼ OUR PROMISE TO OUR PEOPLE

EMPLOYEE TURNOVER	2014	2015	2016
Employee Turnover Rate / %	7.9%	8.3%	7.6%
O [®] Male	43	45	42
• Female	39	42	38
Age Group / No. of Pax			
 <30	27	24	35
2 2 30 – 50	51	59	40
>50	4	4	5
WOMEN IN MANAGEMENT	2014	2015	2016
Women in management	74%	81%	78%
Women in top management	2%	3%	3%



■ OUR PROMISE TO OUR PEOPLE

LEARNING AND DEVELOPMENT ACTIVITIES

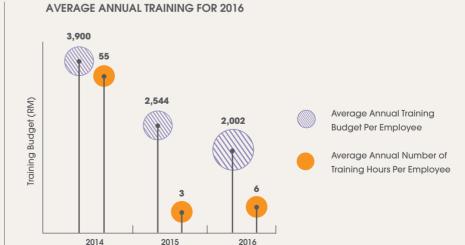
Lifelong learning and development remain a key part of our workforce strategy and are integral to us being an employer of choice. We believe that every employee at SME Bank should be accorded the opportunity to reach his or her full potential and make their mark within the Bank. We see the Bank as being a place where our employees can learn something new each day, build rewarding career pathways and pursue their passions. As such, employee retention continues to be a top priority for us and is an area that is being strengthened through a cycle of regular development, recognition and performance-related rewards.

In 2016, we designed our Learning and Development framework around a Core Competency Programme (encompassing functional, technical and core training) and a Leadership Programme (comprising leadership training). In total, we conducted 49 in-house training sessions and 113 external/public training sessions on both the Core Competency and Leadership

In 2016, the average annual training requirement for the executive level and above was five days while it was three days for the nonexecutive level. The average annual number of training hours for the past few years is presented in the chart.

Programme/ Level	Non executives	Associates	Managers	Assistant Vice Presidents	Vice Presidents- First Vice Presidents	Directors- Chief Operating Officers	Board of Directors- Group Managing Director
Core Training Programme					ills ammes	Provide updates on the law and strengthen governance capability	
Functional Training	 Equip staff with fundamental functional skills that are generic for business and functional performance Enhance and improve a range of technical skill sets for business and functional performance Gain practical skills and increase career potentials in functional areas 			Personalised Development Programmes			
Elective Training	Develop and	d enhance pers	onal effectiven	ess			





OUR PROMISE TO OUR PEOPLE

ON-BOARDING PROGRAMME

The Bank's On-boarding Programme aims to ensure all new hires are introduced to their new positions in an efficient and effective manner within the first 30 days of hire. An Online On-Boarding Kit is provided to new hires so that they can get familiar with the Bank's vision and strategic initiatives for the financial year. Between the second and sixth month of their employment, new hires are to attend a two-day programme where they undergo a comprehensive handson introduction to organisational requirements and banking etiquette. Here, our internal subject matter experts and the Learning & Development team work together to introduce new employees to the Bank's work culture as well as the essential tools they will require to access all relevant policies, systems and processes in order for them to be able to work effectively and develop their career at the Bank.

Over the course of their first three years at the Bank, new employees are taken through a five-stage programme to ensure they settle in nicely and have a structured developmental pathway. The structure entails a settling in period including the assignment of a buddy, as well as the rollout of various assessment, feedback, planning and developmental activities to ensure each and every employee knows exactly what the Bank expects of them and what they can expect of the Bank.

The five key objectives of the On-boarding Programme are spelt out as follows:



FIVE STAGES OF ON-BOARDING: THE FIRST DAY IS JUST THE BEGINNING



OUR PROMISE TO OUR PEOPLE

INTERNSHIP PROGRAMME

As part of our three keystone behaviours and in line with our efforts to provide returns to our stakeholders, we continue to roll out the SME Bank Industrial Training & Placement Programme (ITPP) where local students from recognised higher learning institutions are provided with the opportunity to undergo industrial training in specific Development Financial Institutions (DFIs).

To be eligible for the ITPP, candidates must:

- Have obtained a current cumulative GPA of at least 3.0;
- Be studying a degree or equivalent programme at a recognised higher learning institution in a field that is specified by the Group Human Capital Management Division and interested divisions.
- Possess good interpersonal skills;
- Actively participate in co-curriculum activities in universities or colleges; and
- Have strong initiative and the ability to work independently.

The ITPP period is subject to the respective university or college's programme. The majority of our internship trainees come from a background in Economics, Accounting, Finance, Islamic Banking and Human Resources. Over the course of the year, the Bank welcomed 15 internship students who were assigned to various functions within the Bank.

STRATEGIC ACCOUNT MANAGEMENT DEVELOPMENT RELATED **PROGRAMME**

The Bank's Strategic Account Management Development Related Programme was initiated to complement our strategy of improving our account management processes. This programme has these aims:

- To enhance the readiness of customer-facing staff to support the Bank's Business Model and ensure its success;
- To place greater emphasis on credit papers that will reduce re-work, improve productivity and most importantly improve delivery to customers;
- To create a clear understanding and greater cooperation between the branches and Head Office when handling back office functions; and
- To create a clear understanding of Malaysia's National Key Economic Areas.

For the year in review, 173 staff underwent the programme.

EMPLOYEE EDUCATION ASSISTANCE PROGRAMME

In line with our continuous efforts to enhance talent development and capacity building within SME Bank, we launched the Employee Education Assistance Programme (EEAP) in 2015 in collaboration with Majlis Amanah Raya (MARA). The programme entails us providing fully-paid study leave to qualified employees. By rendering employees this assistance, we are helping to develop their educational and intellectual capacity as well as areas of specialisation in line with the Bank's needs and ambitions.

INTERNATIONAL MOBILITY PROGRAMME

Recognising the value of employees with global skill sets and international technical exposure, SME Bank in collaboration with selected international financial institutions introduced the International Mobility Programme. This programme serves to develop employees by exposing them to various international assignments while providing them with opportunities to develop their international experience. The programme was designed to better develop the employee and aligns with the Bank's retention strategy.

In 2016, the Bank in collaboration with international financial institutions and NGOs implemented the Employee Exchange Programme under the ambit of the International Mobility Programme. Three delegates from Oman Development Bank and one international student from Moscow State University, Russia were attached to SME Bank for a two to four week timeframe for them to understand the Bank's policies and procedures in performing daily operations. Throughout the programme, the Bank appointed the respective Bank employees to act as our representatives to facilitate knowledge sharing sessions with the delegates.

On top of this, the Bank sent two employees for a study tour programme to both Thailand and Japan. The employees were able to quickly assimilate the respective cultures, aspirations and best practices in order for them to perform their daily operations.

PREPARING EMPLOYEES TO MANAGE ISLAMIC FINANCE MATTERS

In line with our strategy to be a full-fledged Islamic financial institution, our Human Capital Management Division has designed and implemented a series of programmes to create awareness, ensure readiness and enhance employee capability and capacity in relation to Islamic financial matters.

The programmes accord DFI Executives with fundamental knowledge about Islamic financing products in their business operations. The programmes also help to enhance staff's understanding and appreciation of the concept and application of Islamic Finance as well as its relevance to day-to-day banking operations.

Today, SME Bank via CEDAR in collaboration with the Islamic Banking and Finance Institute of Malaysia (IBFIM), is involved in developing and conducting the Chartered Islamic Development Banker (ChIDB) Programme. The ChIDB was developed to equip the talent pool among DFIs with up-to-date industry knowledge of the Islamic finance industry locally and globally given its burgeoning growth.

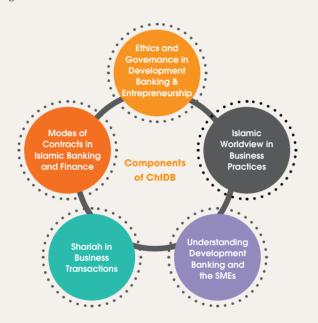


OUR PROMISE TO OUR PEOPLE

The CIDB programme is divided into three stages:

- Certified Islamic Development Banker (CIDB) Level 1;
- Professional Islamic Development Banker (PIDB) Level 2; and
- Chartered Islamic Development Banker (CIDB).

For 2016, a total of 69 of SME Bank's staff graduated from the CIDB programme.



PRIORITISING LOCAL TALENT

To date, SME Bank has no formal policy or common practices that give preference to locals when hiring. However, recruitment statistics show that all employees in 2016 were locals. SME Bank encourages the hiring of local talent through:

- Online advertisements on job portals such as Jobstreet, which have a proven track record of reaching out to a wide pool of local talents:
- Online advertisements on SME Bank's Facebook page;
- Locally-published and distributed newspaper advertisements;
- Participation in local career fairs; and
- The use of headhunting talent searches for critical and senior management positions.

REWARDING OUR EMPLOYEES

Employee Remuneration

We are committed to ensuring competitive, fair and balanced remuneration for all our employees. Our remuneration policy aligns with local market practices and we provide competitive salaries aimed at retaining and motivating talent. Our eminently fair remuneration policy is not based on gender, age or race, but provides all employees with clear, transparent rules for remuneration packages, which undergo a yearly evaluation. In comparison with other companies in the same industry, SME Bank's pay scale is pegged at the 67th percentile of the market while our total remuneration is pegged at the 75th percentile.

The Bank conducts a regular remuneration review to determine an employee's remuneration. Not only does this help us align our remuneration packages with the changing business environment, but it enables us to be more equitable in rewarding high achievers in the workplace, developing talented employees and determining our competitiveness vis-à-vis the market.

A percentage of employees' basic salaries is given to the Employees Provident Fund (EPF) as per statutory requirements. SME Bank also makes a contribution to the EPF as required by law and pays an additional employer's contribution of between 2% and 5.5% based on an employee's length of service. Back in 2015, SME Bank was awarded the Silver Medal at the MIHRM Employer of Choice Awards, underscoring our position as an employer of choice and bearing testimony to the quality of our remuneration system.

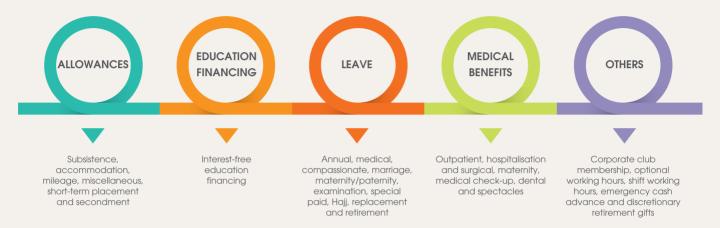
Employee Benefits

Employee benefits are defined as forms of value other than payment provided to employees in return for their contribution to the organisation. In addition to standard benefits, SME Bank also offers a range of other unique benefits as summarised below.

In March 2016, the Bank introduced the Flexible Benefits Scheme whereby our employees are allowed to "sell" their annual leave and to utilise the proceeds for their personal needs be it for their lifestyle, health and wellness, educational or family care needs.

OUR PROMISE TO OUR PEOPLE

SUMMARY OF BENEFITS OFFERED TO SME BANK EMPLOYEES



Additional Incentives

We also offer these incentive schemes to our staff and their children in recognition of academic excellence:

Incentive Scheme for Child Educational Excellence

Examination	Required Grades	Incentive Awarded
UPSR	5As	RM100
PMR	5As and above	RM250
SPM	A1/A2 in 6 core subjects	RM500

Incentive for Staff Educational Excellence

Qualification	Score	Incentive Awarded
Diploma	CGPA 3.0 and above	RM1,000
Degree	CGPA 3.0 and above	RM2,500
Master	Distinction or cum	RM5,000

EMPLOYEE RETIREMENT

Retirement Age

Back in August 2012, the Malaysian Government announced its enforcement of the minimum retirement age, whereby private sector employees must retire upon reaching 60 years of age to comply with the Minimum Retirement Age Act 2012. Here at SME Bank, any employee may opt to retire early at any time upon reaching the age of 50. However, the approval is subject to management's discretion. An employee who is medically or physically unfit to work may be advised to retire early by a doctor of any SME Bank panel clinic, hospital or government medical practitioner.

Retirement Benefits

All employees who have retired over the normal course of service or upon reaching the retirement age are given one month's paid leave. Employees of the Bank are eligible for retirement benefit in terms of additional employer's EPF contributions based on the years of service as per the following table:

Length of Service	Additional Contributions (% Basic Salary)
	Joined after 1 July 2012
< 5 years	2%
5 - 10 years	4%
> 10 years	5.5%

■ OUR PROMISE TO OUR PEOPLE

ASSESSING EMPLOYEE COMPETENCIES

The ongoing development of employees' personal and professional competencies is essential for our workforce. To this end, each position within SME Bank has a defined set of core and functional competencies that must meet specific proficiency levels. The Bank's competency assessment measures and evaluates an employee's competencies through specific measures as and when required. The assessment outcomes are used to identify learning and development needs.

The assessment is conducted by the Human Capital Management Division and the results help us to identify the learning and development requirements of each employee.









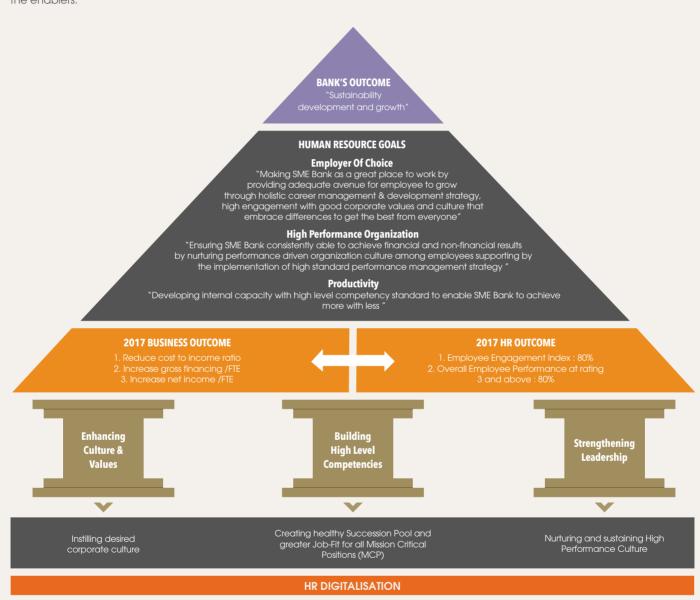




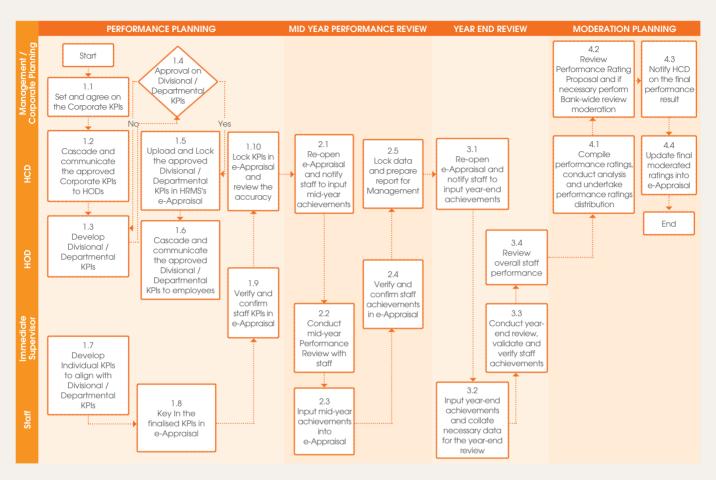
OUR PROMISE TO OUR PEOPLE

HR STRATEGIC THRUST

We have also introduced a HR strategic thrust which has three key aims. Firstly to instill the desired corporate culture within our organisation. Secondly, to create a robust succession pool and greater job-fit for all mission critical positions. Thirdly to nurture and sustain a high performance culture within the Bank. The model and the various desired business and HR outcomes are portrayed below. Ultimately, the model will help drive the Bank's sustainable development and growth supported with digitization projects of the enablers.



OUR PROMISE TO OUR PEOPLE



SME Bank's Performance Management Model



ADDRESSING PERFORMANCE **MANAGEMENT**

Performance management is an ongoing process at the Bank and is linked to the Bank's financial cycle. We have in place a Performance Management Model that promotes greater transparency in that employer and employees are able to discuss their targets, achievements and measures used to rate their performance.

This is how the Performance Management process works. Staff performance appraisals are done via the Human Resources Management System or HRMS e-Appraisal system twice a year i.e. during the midyear performance review and year-end assessment. Both processes are compulsory for all staff.

At the beginning of the year, key performance indicators (KPIs) cascaded down to all staff with set targets for the year. The performance appraisals

are then evaluated based on the achievements against the targets provided. Staff are responsible for submitting their achievements via the HRMS e-Appraisal system, and their immediate supervisors are to perform the evaluations which will later be reviewed by a reviewer (the immediate supervisor's supervisor).

Management reserves the right to review the performance ratings to ensure consistency in the performance evaluation process. The Bank may also use information from the performance management forms for decisions pertaining to promotions, performance-based disciplinary action, performance-based salary increases and to create a well-balanced or correctly-sized workforce. The performance management data eventually becomes a permanent part of an employee's personal files.

For the year in review, all (100%) of our employees received feedback linked to their performance and appraisals.

OUR PROMISE TO OUR PEOPLE

Performance Improvement Plan

We remain deeply committed to creating a work environment and organisational culture in which all employees can perform to the best of their abilities. However, in the instance when an employee is found to be underperforming, a Performance Improvement Plan (PIP) is brought into play. The PIP has been specifically designed to address an employee's performance that needs improvement in one or more significant aspects critical to their position.

SME Bank adopts a fair and consistent approach when enforcing performance standards throughout the organisation. The PIP does not apply to employees who are under probation, or to periodic or temporary employees, outsourced employees and contractors who are not directly employed by the Bank.

The PIP helps employees understand what is expected of them and ways they can contribute to achieving organisational goals. Employees' immediate superiors guide them so they can achieve their goals and objectives. The supervisor ensures the employees understand what is expected of them and advises them on ways to achieve specific goals within a reasonable time.

EMPLOYEE ENGAGEMENT ACTIVITIES

Recognising that engaged employees are more motivated, produce better results and will be of tremendous help to us on our journey to success, we are committed to implementing a variety of employee engagement activities.

Each employee within the Bank brings his or her own unique talents and ideas to work every day, all of which are helping us move closer towards achieving our vision and mission. Our employees also represent SME Bank in their communities and are ambassadors to the nation. On our part, we are deeply committed to ensuring our people are inspired and healthy as well as treated fairly and with respect. We do this by creating a conducive and comfortable work environment where open communication is the norm and where our people are able to fully engage with one another.

All employee-related events within our organisation are managed by the Employee Relations Section. The annual employee events align with our corporate vision and mission while the annual employee event calendar aligns with the annual budget allocation

Encouraging Open Communication and Engagement

In a workplace that values open communication and engagement, employees all across the country can readily conceptualise and share innovative ideas as well as enter into dialogue with management on a host of meaningful issues. Employee engagement is invaluable as it increases awareness and facilitates smooth operations.

In 2016, we continued to leverage on a variety of engagement platforms to share success stories and opportunities, to solicit opinions and feedback as well as to simply strengthen the esprit de corps within our organisation.

EMPLOYEE ENGAGEMENT PLATFORMS IN 2016

Subject	Frequency
Townhall Sessions	Yearly
Quarterly Assemblies	Quarterly
Majlis Berbuka Puasa	Yearly
Majlis Jamuan Hari Raya	Yearly
Chinese New Year Lunch with Group Managing Director, Senior Management Committee and SME Bank's Chinese staff	Yearly
Deepavali Lunch with Group Managing Director, Senior Management Committee with SME Bank's Indian staff	Yearly
Annual Dinner/Family Day	Alternate year
Labour Day	Yearly (distribute fruits)
Counselling Sessions	As and when necessary
Flood Relief	Ad-hoc





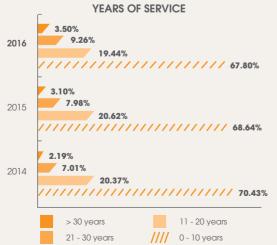
OUR PROMISE TO OUR PEOPLE

EMPLOYEE ENGAGEMENT SURVEY 2016/2017

Towards the end of December 2016, we rolled out the Bank's annual Employee Satisfaction Survey with a total of 43 questions to aquae employees' satisfaction with the Bank as an employer. Where the demographics for the 2015 survey covered only four respondent job levels, for the 2016/2017 survey, we added in a fifth job level, namely the Junior Management level, in order to get a more precise result.







These are the findings of our 2016/2017 survey:

Response Rate

Out of a total employee population of 1,019 over the period 19 December 2016 - 6 January 2017, we attained 972 responses or a 95.39% response rate;

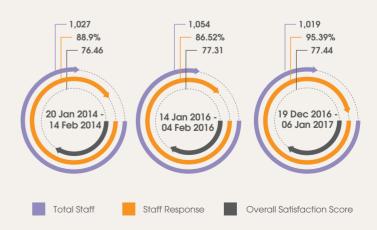
Overall Satisfaction Index

- The majority of employees were more than 77.44% positively satisfied and engaged with the Bank. From an organisational perspective, this shows that SME Bank is a "good" company with the opportunity to become a "great" company when the overall satisfaction rating goes beyond 85%.
- About half of those who responded also provided suggestions for improvement indicating that they are open with their suggestions and are keen to continuously improve.

Scores by Areas

The overall scores in 11 survey areas were as follows:

Ranking	Category	OverallScore
1	Disipline	81.21
2	Transformation	80.62
3	Company	80.38
4	Job Satisfaction	79.74
5	Teamwork	78.02
6	Supervision	77.60
7	Workload and Resources	76.83
8	Communication	75,98
9	Career Development	74.22
10	Training	74.05
11	Rewards & Recognition	73.21
	Overall Average	77.44



■ OUR PROMISE TO OUR PEOPLE

PROMOTING EMPLOYEES' WELLBEING

Being a forward-thinking employer, SME Bank has implemented a host of tangible initiatives in support of employee wellbeing.

Childcare Centre

SME Bank's childcare centre, Taska Pintar, was established in 2011 in support of the government-led PERMATA Negara Early Child Care and Education project. The childcare centre is making a positive impact on our business through its offer of a family-oriented work environment that accords peace of mind and convenience to employees who are also parents (a winwin situation). Dedicated staff manage the centre efficiently, following a stringent set of rules and regulations for the safety and security of the children in their care.

Taska Pintar is open to all employees with children aged between two and four years. Subject to SME Bank's discretion, employees may enrol their children in the centre on a first come. first served basis. The childcare centre follows an accredited child development curriculum and programme and takes in a maximum of 25 children for each intake. It also adheres to the requirements of the Child Care Centre Act 1984 and policies from the Department of Social Welfare.



Flexi-Hours

Employees who are able to balance the needs of work and home are more effective employees as well as more successful family and community members. Each employee's approach to blending their personal and professional lives is different and may vary over time. At SME Bank, we strive to provide our employees with a supportive work environment and flexible working hours. Employees have these options to choose from:

Flexi-hours:

- From 8.30 am to 5.30 pm; or
- From 9.00 am to 6.00 pm.

PROTECTING PERSONAL DATA

The personal data of each employee held by SME Bank is subject to the applicable data protection and privacy requirements as mandated by the Personal Data Protection Act (PDPA).

The Bank will only process employees' personal data:

- For a lawful purposes directly related to their employment with the Bank:
- When necessary and directly related to the management of the employee;
- If the data is adequate but not excessive in relation to the employment purpose; and
- With his or her consent.

SME Bank does not disclose employees' personal data for other purposes or to third parties without their specific consent.

RESPECTING EMPLOYEES' RIGHTS

SME Bank acknowledges that it has a responsibility to respect employees' rights in accordance with the Government's Declaration of Human Rights. We do not tolerate any form of harassment, discrimination or violence at the workplace. We are governed by our own Terms and Conditions of Service and also comply with labour practices and legislation such as the Employment Act 1955 and Code of Conduct of Industrial Harmony.

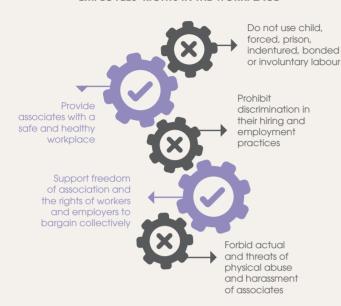
The Bank also respects employees' rights to bargain collectively under the National Union Commercial Workers (NUCW). The NUCW represented 167 employees from the non-executive workforce as at 31 December 2016. Management meets regularly with the Union and enjoys good relations with its representatives. The Collective Agreement for the period 2013-2016, which was sealed on 24 April 2014, ended on 30 June 2016. Negotiations on the Collective Agreement for the period 2016-2019 have commenced and are still ongoing.

All employees are governed by their Terms & Conditions of Service while contractors and vendors are governed by their general contract with the Bank. All agreements contain standard protection clauses for all parties.

SME Bank conducts business in a manner that is consistent with the belief that everyone should be treated with dignity and respect. We comply with all applicable employment and human rights laws and regulations in all areas of our operations and suppliers are expected to do the same.

OUR PROMISE TO OUR PEOPLE

EMPLOYEES' RIGHTS IN THE WORKPLACE



All employees, including security personnel, are issued with an Employee Handbook and Code of Conduct. These documents clearly define the scope of our ethical responsibilities. While the Bank does not have any specific non-discrimination policy, our management and employees are guided by the Employee Code of Conduct which covers all aspect of employment including discrimination

Employees have the right to come together in an organised manner in accordance with the Trade Union Act 1959. There have been no reported incidents of risks of child, forced or compulsory labour at SME Bank to date. No violations of human rights involving the rights of indigenous people have occurred at any time in the Bank's history.

HANDLING EMPLOYEE GRIEVANCES

We believe that employees have a right to air their employment grievances or complain about their working conditions. A grievance is defined as an employee's reasonable and legitimate issue in his or her work environment. Employee grievances are handled as and when required. Problems and grievances must be resolved promptly with graduated steps for further discussion and resolution at higher levels of authority as necessary. When an employee airs a grievance, this should not prejudice that employee's future employment prospects with the Bank in any way.

An aggrieved employee may complain either in writing or by submitting a completed Grievance Information Form to his or her immediate Superior, the Head of Department or to the Head of Industrial Relations (IR). This must be done within seven working days from the date of this dissatisfaction through the Human Resources Management System or HRMS.

The recipient of the grievance letter or form must acknowledge receipt in writing to the aggrieved employee for it to be valid. The first response is to resolve the issue within the department. The respective immediate Superior or Head of Department must review and respond within seven working days.

If the grievance is not resolved within seven working days, the issue will be escalated to the Head of IR who will assess the case and refer it to an Independent IR Panel set up to study the grievance. The panel may ask the aggrieved employee, their immediate superior or other parties to present their reasons. The panel's decision is final and the Head of IR will inform the aggrieved employee of the outcome. If a time limit is specified, it may be extended if mutually agreed by the aggrieved employee and his or her immediate superior and/or the Head of IR.

For the year 2016, the Industrial Relations Department received 21 grievance reports mostly in relation to the lower PMS ratings employees had received following disciplinary action taken against them by the Moderation Committee appealing for the decision. These reports were reviewed by the Appeal Committee and out of 21 grievance reports, six appeal cases have been upheld to be reinstated to their respective rating.

OCCUPATIONAL SAFETY AND HEALTH (OHS)

We are committed to providing our employees with a safe, healthy and secure work environment. We underscore this, our most valuable commitment to our people, by annually reviewing our health and safety policies and implementing effective Occupational Safety and Health (OHS) initiatives to protect the health and wellbeing of employees across all our business units.

In accordance with the international OHSAS 18001 standard, we have introduced our own OHS System to monitor work-related health and safety incidents closely. The OHS system is implemented throughout our network of offices. In compliance with the Occupational Safety and Health Act (OSHA) and Department of Occupational Safety and Health's (DOSH) requirements, we have appointed a Safety and Health Committee.

The Safety and Health Committee (which represents 0.9% of our workforce) is tasked with:

- Assisting in the development of safety and health rules and safe systems of work;
- Reviewing the effectiveness of the existing safety and health programme;
- Studying trends of accidents, near misses, dangerous occurrences and occupational poisoning or disease occurring in the workplace;
- Reporting any unsafe or unhealthy conditions or practices in the workplace together with recommendations for corrective action to the employer; and
- Reviewing the workplace safety and health policies and recommending any revisions to the employer.



▼ OUR PROMISE TO OUR PEOPLE

SME BANK'S COMMITMENT TO SAFETY & HEALTH



SUSTAINABILITY

SOCIAL

■ OUR PROMISE TO OUR PEOPLE

SME BANK HSE COMMITTEE ORGANISATION CHART

CHAIRMAN

Dato' Razman Mohd Noor

Chief Operating Officer, Operations & Group Corporate Management

DEPUTY CHAIRMAN

Shahrir Amran

Director, Group Human Capital Management Division

SECRETARY

Mohamad Saiful Nordin

Head, Health Safety & Environment (HSE) Section

Assistant Secretary:

Rahim Sulong

Executive, HSE

EMPLOYER REPRESENTATIVE

Rokiah Rajak

Director, Operations Division

Mustafar Maarof

Head, Human Capital Relations Department

Azman Ridwan

Head, Facility Management Section

Borhan Saman

Head, IT Infrastructure & Security Section

EMPLOYEE REPRESENTATIVE

Saipul Mat Ramli

In House Committee Chairman of NUCW

Mohammad Husain Mohd

Dawoed

President, KSR SME

Yoshryhan Zaidon

Head, Business Continuity Management Unit

Saaidah Khadijah Naim

Manager, Regional Management Office Section

THP SINAR SDN BHD REPRESENTATIVE

Tuan Haji Farizan Ismail

Manager, Facility Management

Salihuddin Ayobbi Musalli

Chargeman

ALTERNATE EMPLOYEE REPRESENTATIVE

Taufik Nordin

Head, IT Security Unit

ALTERNATE EMPLOYEE REPRESENTATIVE

Nuratiqah Suhaimi

Associate, Risk Management

Siti Khalijah

Regional Management Office Section

OUR PROMISE TO OUR PEOPLE

Health Safety & Environment (HSE) Committee Activities

The Bank conducts safety and health committee meetings at least every quarter or as required by the Occupational Safety and Health Act, 1994. The minutes of each meeting, particularly the problems or issues along with the respective corrective actions proposed or taken to address each issue, is captured. Each member's attendance is compulsory and those repeatedly missing meetings are removed from the committee.

Periodically, individual departmental safety and health inspections are conducted to:

- Identify hazards and unsafe acts that need to be corrected;
- Assign corrective responsibility;
- Evaluate programme effectiveness; and
- Report identified problems and progress to management to improve workplace safety and health.

Safety and Health Committee responsibilities are guided by the Occupational Safety and Health Act, 1994, specifically to:

- Identify potential hazards;
- Evaluate these potential hazards;
- Recommend corrective actions; and
- Follow up on the recommendations to be implemented.

For the year in review, we rolled out a host of HSE activities, among which were the following:

- Two safety chemical handling awareness training sessions for contractors:
- One slip and trip awareness training sessions for contracted
- First aid and CPR training for the SME Bank Emergency Response Team;
- A firefighting awareness talk for the Menara SME Bank Firefighting Team;
- The establishment of an emergency layout plan for BC, RC & EC;
- A visit by DOSH Kuantan to the Kuantan EC which demonstrated a zero non-compliance record.

SME Bank takes its OSH performance very seriously. In 2016, we continued to turn in an impressive OSH performance as highlighted in the following table:

OCCUPATIONAL SAFETY AND HEALTH (OSH) INDICATOR	2014	2015	2016
Injury rate (IR) for total workforce	1,833	0	0
Injury rate (IR) for independent contractors Working at SME Bank sites	0	0	0
Occupational diseases rate (ODR) for total workforce	0	0	0
Occupational diseases rate (ODR) for independent contractors working on-site	0	0	0
Lost day rate (LDR) for total workforce	0	0	0
Lost day rate (LDR) for independent contractors working on-site	0	0	0
Absentee rate (AR) for total workforce	0	0	0
Absentee rate (AR) independent contractors working on-site	0	0	0
Absolute number of fatalities for total workforce	0	0	0
Absolute number of fatalities for independent contractors working on-site	0	0	0

Safety and Health Training

To keep our people safe and secure, we collaborate with the National Institute of Occupational Safety and Health (NIOSH) to deliver employee safety and health training modules. Comprehensive safety and health procedures have been developed that are updated regularly to comply with governmental regulations, standards and best business practices. Job safety analysis and risk assessments support these policies and procedures. Audits and inspections are also conducted to determine the effectiveness of these measures.

OUR PROMISE TO OUR PEOPLE





First Aider Training

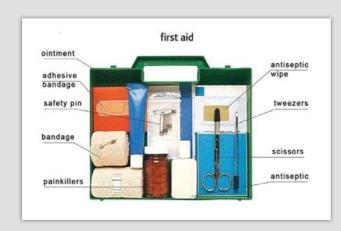
In line with our commitment towards safeguarding the wellbeing of our employees, we are continually training our staff up in various aspects of HSE including first aid training. On 16 and 17 November 2016, Cert Academy in collaboration with the Bank's HSE Section conducted training sessions for 24 of our staff at Menara SME Bank. The sessions saw newly appointed first aiders being introduced to the basic functions of a first aider, learning Cardiopulmonary Resuscitation (CPR) skills and undergoing practical assessments and written examinations in order to qualify as first aiders.

The training sessions sought to instil expertise on Basic Life Support or BLS as per the 2010 American Heart Association's Guidelines for CPR and Emergency Cardiovascular Care (ECC). By the end of the sessions, the first aiders had learnt how to perform BLS skills such as CPR and address instances of choking, as well as how to utilise an Automated External Defibrillator (AED) to increase a person's chances of survival. The participants were also trained on how to become Qualified First Aiders and comply with the leaal provisions under the Occupational Safety & Health Act 1994.

What is CPR?

CPR is an emergency procedure that combines chest compression often with artificial ventilation in an effort to manually preserve intact brain function until further measures are taken to restore spontaneous blood circulation and breathing in a person who is in cardiac arrest. While the use of CPR dates all the way back to 1740, yet even today, many individuals still do not know how to perform this. Given properly and immediately to sudden cardiac arrest victims, CPR can save lives.

What's typically in a first aid box?





CORPORATE **VISITS**

January



• 13 Jan • Visit by the SME Development Authority (SMEDA), Mauritius

February



• 18 Feb • Visit by the Minister of Finance II, YB Datuk Johari Abdul Ghani

April



• 14 Apr • Visit by a delegation from Tanzania



• 25 Apr • Visit by the SME Financing delegation from the Papua New Guinea Government

CORPORATE VISITS

May



• 12 May •

Visit by delegates from Fiji, Tonga and Vanuatu during the Joint Learning Programme on SME Financing. Organised by Bank Negara Malaysia and the Alliance for Financial Inclusion



• 24 May •

Visit by a delegation from the Egyptian Banking Institute

June



• 1 Jun •

Bilateral meeting with Banque Publique D'investissement et innovation, France

July



• 29 Jul •

Study visit by Banque Nationale Pour Le Development Economic (BNDE) Sénégal

CORPORATE **VISITS**

September



• 21 Sep •

Visit by the Small and Medium Enterprises Development and Supervision Agency of Senegal

November



Visit by the Saudi Arabian Monetary Agency (SAMA)

Study visit by the Egyptian Banking Institution



PRINT



SME Bank targets more loans



SME Bank enriches Sabah's SMEs



JPDC pacu pembangunan usahawan Pengerang



Tuah kipas minyak angin

SME Bank approves . RM3.8m to 11 micro enterprises

KUALA LUMPUR: SME Bank has approved RM3.8 million, as of March 31, 2016, to help 11 eligible micro enterprises under its Small Business Financing Programme (SBF).

With an fund allocation of RM100 million, SBF offers working capital to micro enterprises to develop their business and increase product marketability, SME Bank

Local financial institutions sweep awards at regional meet





Syarikat Malaysia dominasi anugerah ADFIAP

SME Bank Iulus RM24.6 bilion pembiayaan

SME Bank lanjut program 'outreach' bantu usahawan PKS

SME BANK

RM295mil

SME Bank disburses

RMZ95mil SME Bank has disbursed RM295mil to 108 SME entrepreneurs under the first series of its Outreach Programme in March. Group managing director Datuk Mohd Radzif Mohd Yunus said the

Mohd Radzif Mohd Yunus said the loans were approved based on sev-eral factors, particularly viable business plans. "Unsuccessful applicants were placed as our potential clients in the future," he said at the SME Bank Outreach Programme for the northern territory. Mohd Radzif said the first series gathered nearly 3,000 entrepre-



PRINT

SME Bank spurs entrepreneurial spirit among school-children

An annual entrepreneurship contest in schools has resulted in patented and marketable products

By Maalinee Ramu
madened marketable products



Pengubahsuaian Bajet 2016 bantu pasaran

Usahawan PKS terima pinjaman RM295 juta



108 USAHAWAN

SME Bank sumbang zakat RM57,300

SME BANK 2015 PRE-TAX PROFIT SURGES TO RM50.1M KUALA LUMPUR: SME Bank, which recorded double-digit growth or RM5.4 billion in its financing portfolio, saw its profit before tax increase to RM50.1 million in 2015, 71% higher than the previous year, due to, among others, improved account and development management. Group managing director Datuk Mohd Radzif Mohd Yunus said the three largest firancing portfolios by industry were wholesale & retail trade, and restaurants & hotels at 26.1%, manufacturing at 17.1%, as well as education, health & others at 16.5%.

SMF Bank enriching the SMEs in Sabah region

TANKER More than (10 thild counter of the State of the State of the State State of the State State State of the State St	and its languistic of agginate Bassal, which SACIS within its faishish Ragliok MAM enterpresence." Some of the second of the sec	these to the URL trainments on a higher than the URL trainment on a higher than the URL trainment of URL trainment of URL trainment of URL trainment of URL trainment on URL trainment of URL	
es in Kota Kinahala and Tawan, we have approved move than RM1.5 bil- lins words of financing and assimed a small of 1.6 (Toursmeen, For this year,	ing from 4 per cent to 6 per cent per annum.	The event was officient to Chas Ine Yong, Deputy Minister (Trade). Minister (Trade).	



SME Bank plans scheme for Bumis





莫哈来拉迪 (左) 赠送纪念品于蔡智勇 (右)。

政府尽力辅助中小企业

马六甲2日讯 | 财政部期 部长章智载智勇设,许多中小 型企业缺乏资金,虽然政府无 法完全协助所有中小型企业, 中小型企业银行(SME BANK) 所主办的南马区扩展业务诱应 但从不曾忽视中小型企业所置 会数词时,发表上述言论。 但从不曾忽视中小型全坐所面 对的问题。 他接调,政府及属下的 机构需金五九各美活动,以联 原中小型企业和提供协助的单位。为中小型企业提供资金、 训练,协助中小型企业往供资金、 训练。

拓展商机。 蘇智勇透醒,政府在每 年的財政預算率中都会提出许 多數項采推动中小型企业的发展,今年度的附放預算案中有 被出总额7亿7000万令吉敦项。 会教訓財,改表上述首论。 蘇智勇指出,尽管我医 经济面对许多挑战,但是国内 生产总值在2015年取得5年的增 长、而中小型企业截至目前占 报整体的304、预计构金在203 年达到41至约目标。 股次,蔡智勇呼吁中小型 及次,等现的上中机,5000 00

企业家要抢占先机,和政府, 其他单位联手推动国家经济。 出席者还包括马来西亚中 小型企业银行集团行政总监章 智英哈末拉迪。(222)

蔡智勇:助中小企提高竞争力 8亿商业贷款反应不俗

及应。 他说,尽管政府提供的贷品 尤述 100%协助中小企业,但可 不会支视其性中小企业或对当 在设计,也会通 在设计,也会通 在设计,也会通 在设计,也会通 在设计,也会通 在设计,也会通 在设计,也会通



CHUA TEE YONG (dua dari kanan) dan Mohd. Radzif Mohd. Yunus (dua dari kiri) melayani pertanyaan daripada usahawan-usahawan yang hadir ke Program Outreach SME Bank Wilayah Sabah di Tawau, Sabah, semalam.

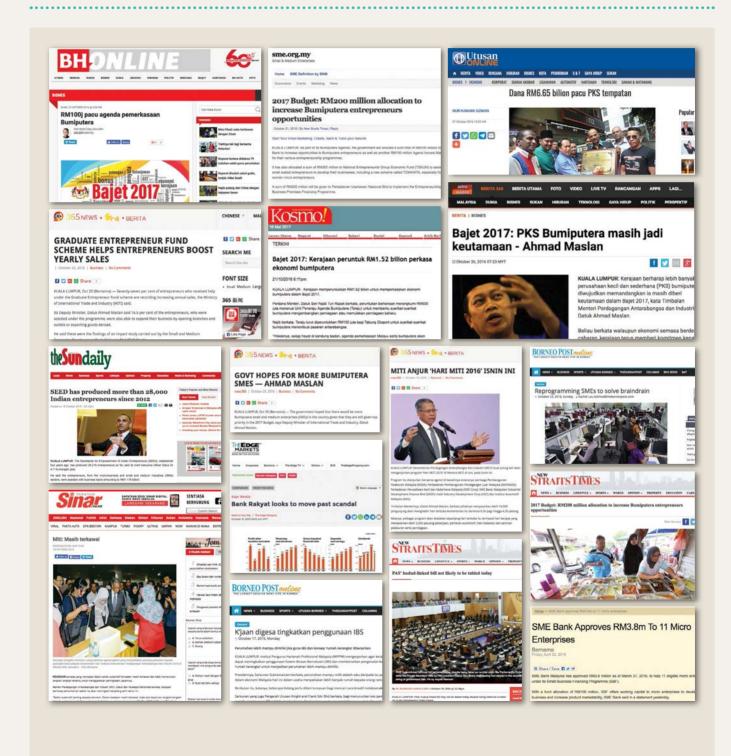


ONLINE

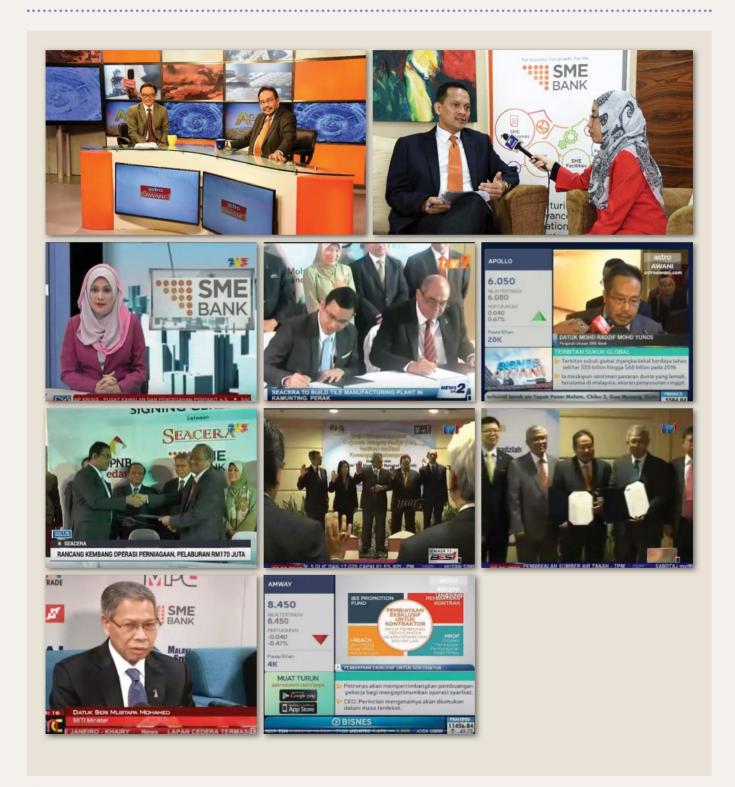




ONLINE













• 19 Jan •

90 Days Business Challenge prize giving ceremony



• 23 Feb •

SME Bank Southern Region Outreach Programme

JANUARY

FEBRUARY

MARCH



• 6 Mar • Launch of SME Bank UTC Johor



• 8 Mar • SME Bank XCESS 2016



• 16 Mar •

Distribution of Zakat (alms) to repair the houses of the asnaf in Hulu Langat, Selangor



• 17 Mar •

Signing ceremony between SME Bank and Sterling Insurance Broker Sdn. Bhd.



• 19 Apr• MITI and Agencies monthly assembly at Menara SME Bank and launch of Small Business Financing



• 29 Apr • SME Bank receiving the Human Capital Development Award and Best Sustainability Report Awards at the 39th ADFIAP Annual Meeting in Apia, Samoa

MAY



• 14 May Ramadan programme: Gotong-royong to clean up the Muslim cemetery at Kampung Sungai Lalang, Semenyih, Selangor



• 1 Jun • SME Bank receiving Top FI Awards (Overall) and Top FI Awards (DFI) from Credit Guarantee Corporation Malaysia Berhad



• 9 Jun • Ramadan programme: Kuala Lumpur Regional Centre Zakat distribution to Lg. Baru and Sentul, Kuala Lumpur



• 22 Jun • Signing ceremony with Johor Petroleum Development Corporation Berhad (JPDC)



• 14 Jun • Ramadan programme: Cooking and distribution of bubur lambuk in collaboration with Selayang Community College



• 26 Jun • Ramadan programme: Zakat presentation with YAB Prime Minister in the Parliament of Pekan, Pahang

JUNE

JULY



• 22 Jul • SME Bank's Hari Raya Open House



• 25 Jul • Zakat contributions to asnaf communities in Kuala Kangsar, Perak



• 30 Aug • SME Bank National Day Celebration



• 1 Sep • Launch of 4SME Mobile Application

AUGUST

SEPTEMBER

NOVEMBER

DECEMBER



• 10 Nov • SME Bank Y-Biz Challenge Prize Giving Ceremony



• 29 Dec • Back to School Programme with Rumah Kasih Nurul Hassanah, Ampang









AWARDS AND ACCOLADES



PLAQUE OF MERIT FOR IQ-DAGANG - ADFIAP AWARDS 2011

Association of Development Financing Institutions in Asia and The Pacific (ADFIAP)

2012

MOST PREFERRED BRAND IN **BANKING 2012**

The BrandLaureate SMEs Best Brand Awards

2014

PLAQUE OF MERIT FOR YOUNG **ENTREPRENEUR INNOVATION** PROGRAMME (SME BANK Y-BIZ **CHALLENGE) - ADFIAP AWARDS** 2014

Association of Development Financing Institutions in Asia and The Pacific (ADFIAP)

2015

TOP FI PARTNER AWARD (OVERALL) - CGC SME AWARDS 2015

Credit Guarantee Corporation Malaysia Berhad

TOP FI PARTNER AWARD (DEVELOPMENT FINANCIAL **INSTITUTIONS)**

- CGC SME AWARDS 2015

Credit Guarantee Corporation Malaysia Berhad

SILVER AWARD FOR THE EMPLOYER OF CHOICE CATEGORY

- MALAYSIA HR AWARDS 2015

Malaysian Institute of Human Resource Management (MIHRM)

SAHABAT NEGARA SME **RECOGNITION AWARD** (2015, 2014, 2013, 2012, 2011)

SME Association of Malaysia

WEBSITE 5 - STAR RATING (2015, 2013, 2012, 2011)

Malaysia Government Portals and Websites Assessment (MGPWA)

2016

TOP SME SUPPORTER AWARD - PLATINUM BUSINESS AWARDS 2016

SME Association of Malaysia

OUTSTANDING DEVELOPMENT PROJECT AWARD FOR GRADUATE **ENTREPRENEUR FUND OR TABUNG USA HAWAN SISWAZAH 2** (TUS 2) - ADFIAP AWARDS 2016

Association of Development Financina Institutions in Asia and the Pacific (ADFIAP)

BEST SUSTAINABILITY REPORT -ADFIAP AWARDS 2016

Association of Development Financing Institutions in Asia and the Pacific (ADFIAP)



WHERE **WE ARE**



PERLIS

KANGAR ENTERPRISE CENTRE

No. 6-7 PT 1489 Seriab **Business Complex** Jalan Kangar, Alor Setar 01000 Kangar Perlis

Tel: 04-9775466/04-9777466

Fax: 04-9770466

KEDAH

ALOR SETAR ENTERPRISE CENTRE

No. 87 & 88

Kompleks Perniagaan Sultan Abdul Hamid

Persiaran Sultan Abdul Hamid

05050 Alor Setar

Kedah

Tel: 04-7774200/04-7774220

Fax: 04-7774222

SME BANK UTC KEDAH

Lot 3-10 UTC, Tingkat 3 Bangunan UTC Kedah Kompleks MBAS Jalan Kolam Air 05675 Alor Setar

Kedah

Tel: 04-7360003 Fax: 04-7360004

PULAU PINANG

NORTHERN REGIONAL CENTRE

No. 12A Jalan Todak 3 Pusat Bandar Seberang Jaya Bandar Sunway 13700 Perai Pulau Pinana

Tel: 04-3906477/04-3906391

Fax: 04-3905934

SEBERANG JAYA ENTERPRISE CENTRE

No. 12A Jalan Todak 3 Pusat Bandar Seberang Jaya Bandar Sunway 13700 Perai Pulau Pinang Tel: 04-3998585 Fax: 04-3998475

BAYAN BARU BUSINESS CENTRE

10, Jalan Tenaah Taman Sri Tunas 11950 Bandar Bayan Baru Pulau Pinang

Tel: 04-6437733/04-6447934

Fax: 04-6446943

PERAK

IPOH ENTERPRISE CENTRE

28 Medan Istana Bandar Ipoh Raya 30300 lpoh Perak

Tel: 05-2417752/05-2417766

Fax: 05-2557278

SME BANK UTC PERAK

No. 43, Urban Transformation Center (UTC) Perak

Off Jalan Dato' Onn Jaafar 30300 lpoh

Perak

Tel: 05-2413608/05-2413607

Fax: 05-2413610

SELANGOR

SELANGOR REGIONAL CENTRE

No. 1 & 3, Block A Jalan Keluli 7/110 Bukit Raia Business Park Section 7

40000 Shah Alam

Selangor

Tel: 03-33593473 Fax: 03-33580471

WHFRF WF ARE

SHAH ALAM ENTERPRISE CENTRE

No. 1 & 3. Block A Jalan Keluli 7/110 Bukit Raja Business Park Section 7 40000 Shah Alam

Selangor

Tel: 03-33581471/03-33588419/ 03-33587491/03-33589943

Fax: 03-33593701

RAWANG BUSINESS CENTRE

A21-G, Jalan Reef 1/1 Pusat Perniagaan Reef 48000 Rawang Selangor

Tel: 03-60914079/03-60914084/

03-60914085 Fax: 03-60914112

KAJANG ENTERPRISE CENTRE

No 9 & 10, Jalan KP1/2 Taman Kajang Prima Jalan Kajang Semenyih 43000 Kajang Selanaor

Tel: 03-87333645/03-87334017/

03-87334046 Fax: 03-87333194

KUALA LUMPUR

KUALA LUMPUR REGIONAL CENTRE

Aras 8, Menara SME Bank Jalan Sultan Ismail 50250 Kuala Lumpur Wilayah Persekutuan Tel: 03-26152022 Fax: 03-26936791

KUALA LUMPUR ENTERPRISE CENTRE

Aras 1, Menara SME Bank Jalan Sultan Ismail 50250 Kuala Lumpur Wilayah Persekutuan Tel: 03-26152020 Fax: 03-26988077

SME BANK SENTRAL ENTERPRISE CENTRE

3A-G Ground Floor Block 3A, Plaza Sentral Jalan Stesen Sentral 5 50470 Kuala Lumpur Wilayah Persekutuan

Tel: 03-22601643/03-22721191/

03-22721204 Fax: 03-22601644

SME BANK UTC KUALA LUMPUR

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SEREMBAN

SEREMBAN ENTERPRISE CNTRE

No. 295 Ground 1st and 2nd Floor Jalan Bandar Senawang 16 Pusat Bandar Senawang 70450 Seremban

Negeri Sembilan

Tel: 06-6716324/06-6716432 Fax: 06-6716039

MELAKA

BANDAR MELAKA ENTERPRISE CENTRE

Lot 8 & 10 Taman Lagenda 2 Jalan 1 Lagenda 75400 Melaka

Tel: 06-2880213/06-2880214/ 06-2880215/06-2880216

Fax: 06-2880218

SME BANK UTC MELAKA

Aras 1, Urban Transformation Centre Bangunan UTC Jalan Hang Tuah 75300 Melaka

Tel: 06-2880173 Fax: 06-2832744

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SOUTHERN REGIONAL CENTRE

No. 16, Jalan Padi Emas 5/2 Pusat Bandar Tampoi 81200 Johor Bahru lohor

Tel: 07-2323991/07-2326016

Fax: 07-2381480

JOHOR BAHRU ENTERPRISE CENTRE

No. 16, Jalan Padi Emas 5/2, Pusat Bandar Tampoi, 81200 Johor Bahru

Johor

Tel: 07-2381470/07-2381477/ 07-2381479/07-2382376

Fax: 07-2381480

BATU PAHAT ENTERPRISE CENTRE

No. 5, 5A, 5B, 6, 6A & 6B, Jalan Setia Jaya, Taman Setia Jaya, 83000 Batu Pahat

Tel: 07-4328903/07-4328584

Fax: 07-4328597

PASIR GUDANG BUSINESS CENTRE

No. 22 & 22 A Jalan Serungkai 18 Taman Bukit Dahlia 81700 Pasir Gudang

Johor

Tel: 07-2556477/07-2556240

Fax: 07-2556430

SME BANK UTC JOHOR

Plaza Kotaraya L3-UTC-05 Galleria @ Kotaraya Jalan Trus 80000 Johor Bahru Johor

Tel: 07-2213564 Fax: 07-2213634



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KOTA BAHRU ENTERPRISE CENTRE

Lot 35, Seksven 8 Jalan Kebun Sultan 15000 Kota Bahru Kelantan

Tel: 09-7442603 Fax: 09-7448361

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KUALA TERENGGANU ENTERPRISE CENTRE

Tingkat Bawah (Lot G10) & Mezzaine Menara Yayasan Islam Terengganu Jalan Sultan Omar 20300 Kuala Terengganu Terengganu

Tel: 09-6223588/09-6223692

Fax: 09-6222129

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EAST COAST REGIONAL CENTRE

Aras 2, B-14 Jalan Tun Ismail 1 Sri Daganaan 25000 Kuantan Pahana

Tel: 09-5135482/09-5135487

Fax: 09-5135476

KUANTAN ENTERPRISE CENTRE

B-14, Jalan Tun Ismail 1 Sri Dagangan 25000 Kuantan Pahana

Tel: 09-5171630/09-5171499

Fax: 09-5171077

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Lot 2-10, Aras 2 Bangunan UTC Pahang Jalan Stadium 25200 Kuantan Pahana

Tel: 09-5124027 Fax: 09-5120426

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SABAH REGIONAL CENTRE

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Sahah

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088-413588 Fax: 088-413279

KOTA KINABALU ENTERPRISE CENTRE

Lot 24 & 25, Block D Kepayan Perdana Jalan Lintas 88865 Kota Kinabalu

Sabah

Tel: 088-413276-088-413277/

088-413278 Fax: 088-413279

TAWAU ENTERPRISE CENTRE

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Tel: 089-750500/089-767500/

089-767800 Fax: 089-76332

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Tel: 082-259955/082-259994

Fax: 082-243181

KUCHING ENTERPRISE CENTRE

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Tel: 082-259955/082-259994

Fax: 082-243181

MIRI ENTERPRISE CENTRE

Lot 1190, Ground Floor 1st Floor & 2nd Floor Miri Water Front Jalan Permaisuri 98000 Miri Sarawak

Tel: 085-418448/085-414418

Fax: 085-415488

BINTULU BUSINESS CENTRE

No.259

Jalan Sultan Iskandar Assyakirin Commerce Square 97000 Bintulu

Sarawak

Tel: 086-339336/086-339586/

086-339587 Fax: 086-339597

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