YIHAI NATURAL FOOD MANUFACTURING SDN. BHD.
(1337820-W)
BLOCK C, PLO 81, JALAN CYBER 5, KAWASAN PERINDUSTRIAN,
SENAI III, 81400 SENAI, JOHOR, MALAYSIA.
Email: yihainatural@yihchina.com TEL: 07-5955006

DATE : 12 October 2026

PRIVATE AND CONFIDENTIAL

CHAI HUI QUAN
NRIC No.: 020513-14-0200
Student Reg. No.: 2207457
Faculty of Science, Universiti Tunku Abdul Rahman (UTAR)

Dear **CHAI HUI QUAN**,

LETTER OF OFFER: INDUSTRIAL TRAINING / INTERNSHIP PLACEMENT

We are pleased to offer you an internship placement with **YIHAI NATURAL FOOD MANUFACTURING SDN. BHD.** ("the Company") under the following terms and conditions:

2. Position & Department:
You shall be appointed as an **Quality Control Internship Trainee**, attached to our manufacturing facility.

3. Training Period:
Your industrial training shall commence on **12 October 2026 and conclude on 09 January 2027** (a total duration of three (3) calendar months), in accordance with the training schedule prescribed by Universiti Tunku Abdul Rahman.

4. Key Training Responsibilities:
Your practical training shall include, but not limited to, the following exposure under the guidance of your supervisor:

a) Assist to monitor critical quality control points in production.
b) Maintain a proper record system.
c) Monitoring to maintain good housekeeping in the production area.
d) To assist maintain the Quality Control documentation system.
e) Assist to ensure the processing of the products follows SOP.
f) Assist and ensure the quality management procedures is implemented at factory.
g) Make sure correct food recipe guidelines for products are followed during processing.
h) To check the quality of incoming and outgoing materials or

products.

i) Perform other related duties and responsibilities as assigned by the superior from time to time.

5. Internship Allowances & Incentives:

a) **Monthly Internship Allowance:** You shall receive a monthly internship allowance of **RM 1,200.00 per month**, payable in arrears on a monthly basis, subject to full attendance and satisfactory performance.

b) **Attendance Allowance:** You shall be eligible for an attendance allowance of RM 100.00 per month, strictly subject to full compliance with the Company's attendance policy. The allowance shall only be payable if you achieve perfect attendance with zero tardiness, zero early departures, no unexcused absences, and no emergency leave (EL) taken during the respective calendar month.

c) **Company Hostel Accommodation (Optional / Subject to Availability):** Upon written request by the Trainee and subject strictly to room availability, the Company may, at its sole discretion, provide complimentary shared hostel accommodation during the training period. This facility is strictly non-monetary and optional; no cash compensation shall be payable in the event of non-utilisation. Where hostel accommodation is granted, the Trainee shall strictly adhere to the Company's Hostel Regulations.

6. Statutory Deductions & Welfare:

For the avoidance of doubt, this attachment constitutes an industrial training engagement and does not create an employer-employee relationship under the Employment Act 1955. Consequently, the internship allowance shall not be subject to Employees Provident Fund (EPF) and Employment Insurance System (EIS) deductions, unless mandated by prevailing statutory amendments. The Company shall register and provide coverage under the Social Security Organisation (SOCSO) protection scheme for interns where applicable under Malaysian law.

7. Health & Food Safety Compliance & Typhoid Vaccination:

In compliance with Malaysian food hygiene regulations, all food handlers must be vaccinated against typhoid fever. This offer is strictly conditional upon your submission of a valid Typhoid Vaccination Certificate along with

the official payment receipt prior to or on your first day of reporting. The reimbursement of the vaccination fee shall be governed by the specific terms set forth in the Appendix of this letter.

8. Confidentiality & Intellectual Property:

You shall maintain absolute confidentiality regarding all Company trade secrets, production formulations, processes, documents, and technical data. Any research results, documentation, or operational reports prepared during the training shall remain the exclusive property of the Company. You shall not disclose any proprietary information to third parties or use Company data in academic reports without prior written approval from the Company.

9. Acceptance & Binding Confirmation:

To signify your acceptance of this offer, please sign and return a copy of this letter to the Company by **18 September 2026, by 04:00 PM**. Failure to provide your written reply by the stipulated date and time shall be deemed as your implicit acceptance of all terms and conditions contained herein without further objection, or the Company shall reserve the right to automatically revoke this offer at its sole discretion.

In the event you fail to report for duty on the stipulated start date (12 October 2026) without prior written approval from the Company, this offer shall be deemed automatically revoked without further notice.

We look forward to a mutually beneficial training engagement with you.

For and on behalf of
YIHAI NATURAL FOOD MANUFACTURING SDN. BHD.

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LIM HUI JING
QAQC & SAFETY MANAGER

ACCEPTANCE OF OFFER

I, **CHAI HUI QUAN (NRIC No.: 020513-14-0200)**, a student of Universiti Tunku Abdul Rahman (UTAR) (Student Reg. No.: 2207457), hereby accept

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the internship placement offered by YIHAI NATURAL FOOD MANUFACTURING SDN. BHD. upon the terms and conditions set forth herein.

I further certify that all information provided in my application is accurate and true. I agree to comply with all Company safety regulations, operational standard operating procedures, and confidentiality requirements throughout the training period.

Signature :



Name : CHAI HUI QUAN

Date : 16/9/2026

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APPENDIX: PRINCIPAL TERMS OF INTERNSHIP

1. Working Hours

- MONDAY TO FRIDAY : 8:00 AM to 5:30 PM (with Lunch Break)
- LUNCH BREAK : 12:00 PM to 1:00 PM

The Company shall reserve the absolute right to schedule or adjust the Trainee's working hours and shift rosters, including night shifts, in accordance with factory operational requirements.

2. Company Meals

Company lunch shall be provided from Monday to Friday during working days.

3. Leave & Absence

- Public Holidays: You shall be entitled to gazetted public holidays observed by the Company during the training period.
- Medical Leave: Any absence due to illness must be substantiated with a valid Medical Certificate (MC) issued by a registered medical practitioner and notified to the supervisor immediately.
- Academic Commitments: Any leave required for university examinations, academic presentations, or faculty supervisor visits must be requested in writing at least FIVE (5) working days in advance and shall be subject to prior Management approval.

4. Typhoid Vaccination Reimbursement

- Upfront Payment: The Trainee shall complete the injection upfront prior to commencement and submit the original clinic receipt along with the valid vaccination certificate upon reporting.
- Reimbursement Timing: The vaccination fee shall be reimbursed together with the Trainee's final internship allowance strictly upon the satisfactory completion of the full three (3) months of continuous internship training.
- Pre-existing Certificates: Where the Trainee already holds a valid certificate at the time of commencement, no reimbursement shall apply.
- Early Discontinuation: In the event that the internship is terminated prematurely for any reason prior to 09 January 2027, the Company shall bear no liability or obligation whatsoever to reimburse the vaccination fee.
- Independent Claim: For the avoidance of doubt, this reimbursement shall be processed as a separate operational expense and shall not be subject to any general employee medical limits.

5. Company Hostel Terms (Applicable Only if Utilised)

Where company accommodation is allocated to the Trainee, it shall be granted solely as a temporary, revocable personal license and shall not constitute a tenancy. The Trainee shall strictly observe all hostel safety and house rules (including a strict ban on external visitors, overnight guests, alcohol, smoking, and illegal substances). The Trainee shall vacate the premises and return all access keys within twenty-four (24) hours upon the conclusion or termination of the internship. The Company shall reserve the right to revoke hostel access immediately in the event of any rule violation.

6. Termination / Discontinuation

Either party may terminate this internship arrangement by giving seven (7) days' written notice to the other party. The Company shall reserve the right to terminate the training immediately without notice in the event of gross misconduct, breach of confidentiality, or serious violation of factory safety and hygiene regulations. Notice of discontinuation shall also be copied to the Faculty of Science, Universiti Tunku Abdul Rahman.