



**CHEMSAIN**  
*Committed to Excellence*

# GROWING SUSTAINABLY WITH DATA

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Sustainability Statement  
2023

A CHEMSAIN SUSTAINABILITY INITIATIVE



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# DIRECTOR'S Statement

Dear Valued Stakeholders,

At Chemsain, sustainability is more than a mission but an integral part of our core values long before it became a global priority. This is because we have made creating equitable growth and a just transition our business. We acknowledge our responsibility to the environment, communities, and other stakeholders, and we seek opportunities to lead the industry in responsible growth.

## Collaboration For Growth

As the landscape of sustainable development evolves rapidly alongside increasing compliance requirements, organizations, especially small to medium enterprises (SMEs), face mounting challenges in adapting. At Chemsain, we confront these challenges by fostering robust partnerships with key stakeholders, particularly regulators and clients to shape ESG guidelines and targets into enforceable practices that benefit both business and sustainability.

We actively collaborate with both the private and public sectors, especially our supply chain, to cultivate initiatives and projects that align with our collective sustainability objectives. Our focus includes reducing carbon footprints, enhancing economic impacts, and increasing social contributions toward community development and human rights initiatives. Additionally, we deepen our connections with universities to innovate sustainable solutions that directly benefit the communities we serve.

## Data-Driven Sustainability

The next few years will be prime for sustainability with countries globally (including Malaysia) explicitly committing to a shift away from fossil fuels and the pursuance of sustainable development. Chemsain recognizes that long term success of our operations depends on proper management of our people and resources which are fundamental for any thriving organization.

Throughout this report, we present our actions, commitments, and targets that are underpinned by data and stakeholder input. Our commitment to continuous improvement in measuring and monitoring key performance indicators (KPIs) remains steadfast. We are investing in technology to refine our ESG data collection and management processes, driving efficiencies that enhance our decision-making. This aligns with our company motto, "Committed to Excellence," as we strive for transparency, accountability, and credibility.

The data and feedback we gather will play an increasingly pivotal role in Chemsain's sustainability journey, guiding us toward achieving higher sustainability milestones.

## Moving Forward

Chemsain recognizes that to be a credible service provider, we must embody the transformation we advocate. As such, Chemsain's pivot to sustainability was embodied with the establishment of a dedicated Sustainability Department in 2022, mandated to support internal as well as client transition.

Looking ahead, we will pursue continual enhancements and conduct periodic reviews to identify gaps and opportunities, ensuring we keep pace with evolving sustainability regulations and market trends. Chemsain welcomes feedback and input from all stakeholders to accelerate our journey toward becoming a leading sustainability organization in Malaysia.

On behalf of Chemsain, I extend my heartfelt gratitude to all our stakeholders for their unwavering support as we navigate this sustainability journey together.



**Dr. John Chan**

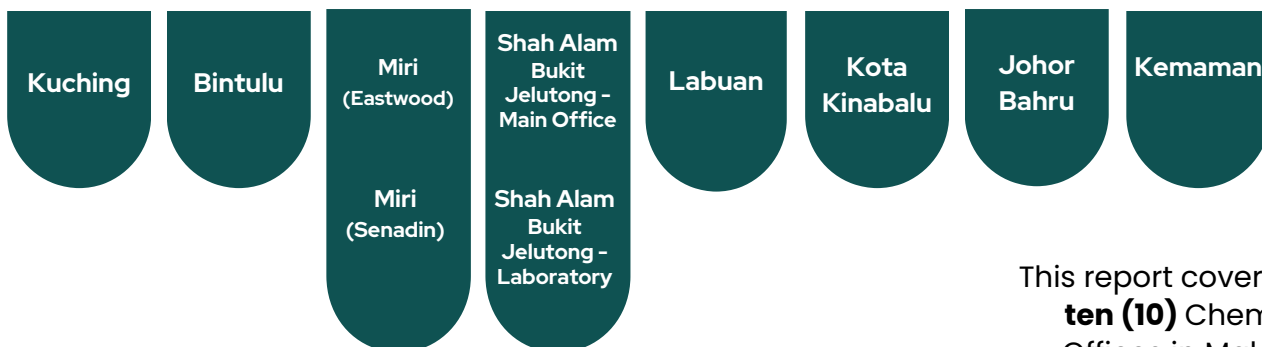
Executive Director  
Chemsain Konsultant

# About this REPORT

**Chemsain Konsultant Sdn Bhd** (hereinafter referred to as “Chemsain”) is pleased to present our Sustainability Statement for the period 1st January 2023 to 31st December 2023. This Statement was developed with reference to Bursa Malaysia’s Sustainability Reporting Guide (2nd Edition) and Global Reporting Initiative (“GRI”) Standards.

This initiative by Chemsain has been approved by the Management with the purpose of voluntarily presenting our sustainability transition and progress through practices encompassing environmental, social and sustainability governance aspects of our workplace. No review or external assurance was conducted during this reporting period.

## Report Boundary



This report covers **ALL ten (10)** Chemsain Offices in Malaysia

## Engage with Us

### Contact Person:

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For further info,  
please scan for the  
Chemsain Brochure

## About CHEMSAIN

Chemsain Konsultant Sdn Bhd was founded in 1984 in Sarawak, Malaysia. We provide a diversified range of services in Environment, Engineering, Monitoring, Water Infrastructure, Information Management, Occupational Safety and Health, Drone Services, Laboratory Testing, Capacity Building and Sustainability.

### ***"Committed to Excellence"***

We strive to create a positive impact in the communities we serve. By harmonizing people, profit, and the planet, we work to accelerate sustainable development and deliver lasting value to clients and stakeholders alike.

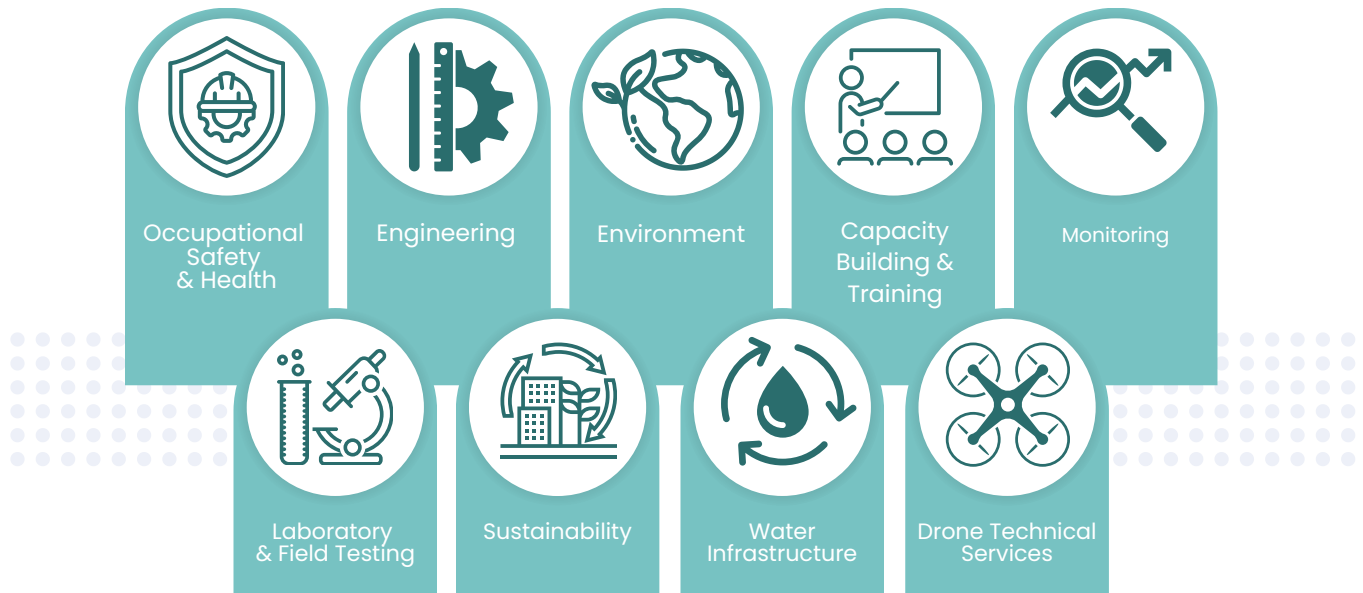
With close to four decades of experience, Chemsain has seen the steady expansion of our technical capabilities, geographical presence, and stakeholder base. Today, we operate with a dynamic, multidisciplinary team of close to 500 professionals—including scientists, engineers, environmental/sustainability practitioners, and technical support staff—across 10 offices in Malaysia and Brunei, supported by international affiliates.



Chemsain Annual Trip 2023 in Penang with a 'The Great Gatsby' themed Gala Night



## Our Services



## Our Memberships and Accreditations

Chemsain actively engages with relevant local and national associations and agencies to ensure our services are in compliance with local and international standards. Chemsain currently holds the following general accreditation and professional memberships in accordance to regulatory practice requirements..

Laboratory Accreditation Scheme of Malaysia Skim Akreditasi Makmal Malaysia

ISO / IEC 17025, SAMM 057, 238, 502, 575, 701, 719, 782

International Laboratory Accreditation Cooperation (ILAC)

ILAC – MRA Accreditation

IQNet Association & SIRIM Berhad

Certified to ISO 9001: 2015

Natural Resources and Environment Board (NREB) Sarawak

Registered Environmental Consultant

Department of Environment (DOE) Malaysia

Registered Environmental Consultant

Environment Protection Department (EPD) Sabah

Registered Environmental Consultant

Ministry of Finance (MOF) Malaysia

Registered Environmental Consultant

Global Reporting Initiative (GRI)

Community Member

Unit Pendaftaran Kontraktor Negeri Sarawak

Registered Environmental Management Consultant

MyHIJAU Malaysia

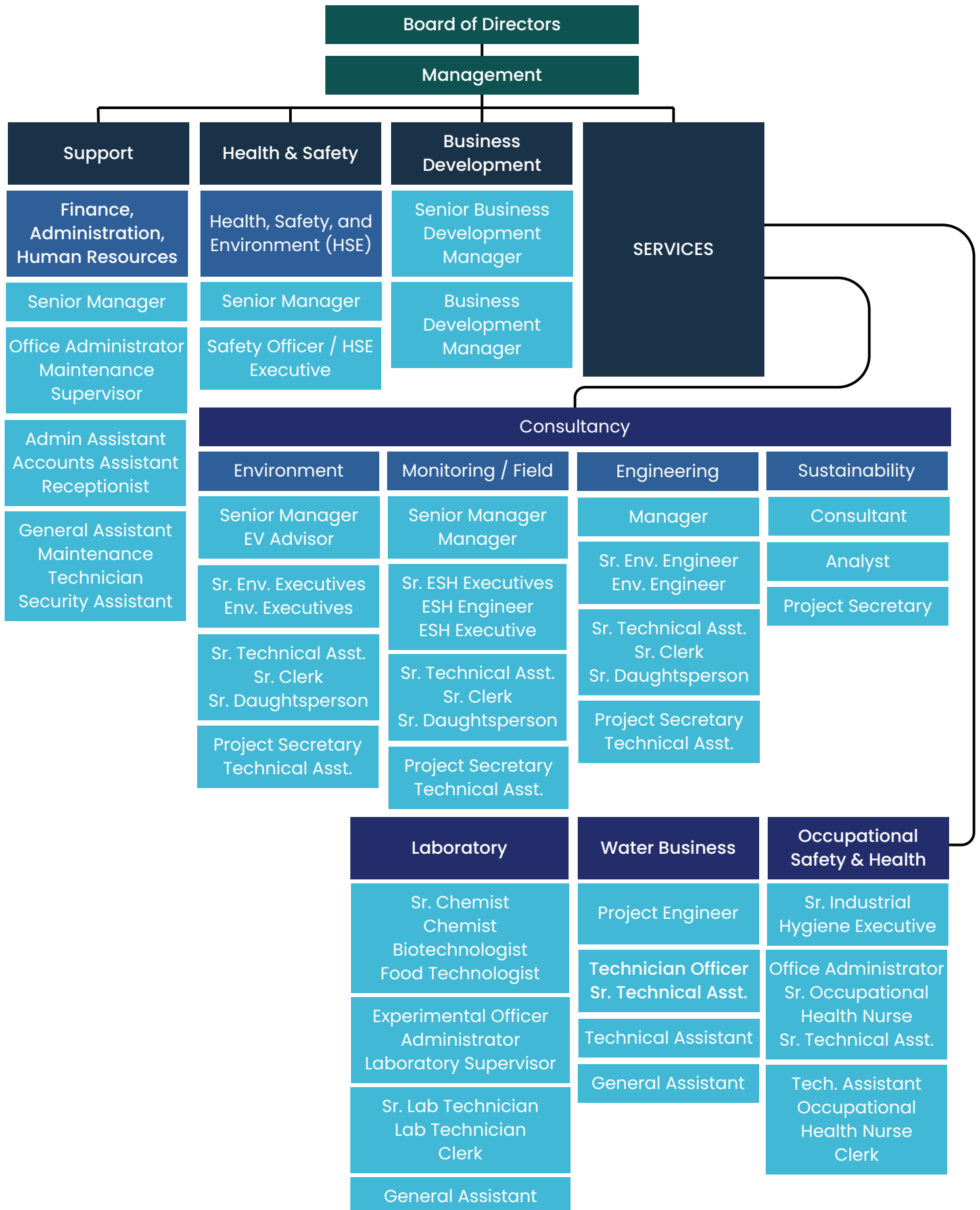
Recognized Green Service Provider

CIDB Malaysia

G7 Licensee

# ORGANISATION

## Structure



# Sustainability STRATEGY AND GOVERNANCE

Dear Valued Stakeholders,

Today, sustainability stands as a paramount priority for businesses globally. The pandemic has heightened awareness of both environmental and social well-being issues, prompting a collective call for action. In Malaysia, 2023 marks a pivotal year as we witness significant advancements in sustainability-related policies, regulations, and strategies.



***"Our journey towards sustainability is one of steady progress, driven by dedication and purpose."***

**Ir. Brian Chong**  
Director-in-Charge of Sustainability

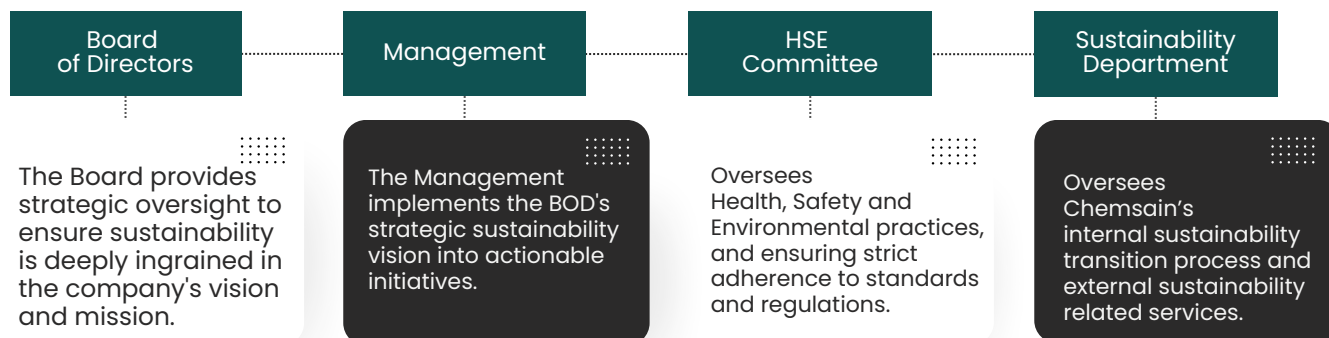
Notable initiatives include the National Energy Transition Roadmap, which outlines our nation's commitment to a sustainable and inclusive energy system, and the Sarawak Environment (Reduction of Greenhouse Gases Emission) Bill, the first state-level legislation to explicitly address climate change.

Since the establishment of Chemsain's Sustainability Department in 2022, we have positioned ourselves as the catalyst for driving our sustainability transition strategy. Our department provides technical advice, training, and support, while championing initiatives that align with Chemsain's sustainability objectives. Furthermore, we extend our expertise to assist our clients in navigating their sustainability needs, ensuring we stay ahead of regulatory trends and international developments.

I am proud to announce that our sustainability action plan for FY2023 has been rated "Excellent" by the UN Global Compact Network Malaysia & Brunei (UNGCMYB). This recognition is a testament to our dedication and progress on our sustainability journey.

To enhance our internal capabilities, we invest significantly in sustainability-related training for all staff members, fostering greater awareness and competency across the organization. Our strong collaborations and partnerships further reinforce our sustainability services, empowering us to better support the local ecosystems in which we operate. I would like to extend my heartfelt gratitude to Chemsain's Board of Directors and all our stakeholders for their continued support and commitment to our sustainability efforts.

## Sustainability Governance Structure





# Sustainability STRATEGY AND GOVERNANCE

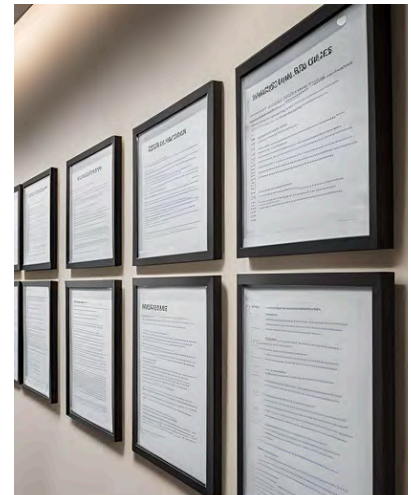


## Ethical Business Conduct and Compliance

Chemsain has the responsibility to balance the interests of both our internal and external stakeholders, including the general community. It is critical that Chemsain always maintains regulatory compliance and business integrity. We regularly review and refine our strategies and policies to keep pace with market and regulatory demands, ensuring that responsibility, accountability, and transparency remain aligned with our stakeholders' needs.

### POLICIES

We have instituted policies for Chemsain to set out formal guidelines and expectations for the company to follow that has been endorsed by the Board. Specifically for our employees, we have an Employee Handbook that articulates our stance on compliance and ethical business conduct matters, from anti-bribery and corruption to human rights and employee benefits. These policies define the acceptable code of conduct, provide guidelines on potential areas of ethical concern, and spell out the consequences of non-compliance. This policy applies to all individuals working within Chemsain at all levels and grades, including Directors, Senior Managers, Officers, Employees (whether permanent, fixed-term or temporary) and all our related parties and their employees, wherever they are located.



### TRAINING & AWARENESS

Our Policies and Employee Handbook are designed to instill and reinforce our commitment to ethical conduct. We provide ongoing training to all employees to ensure that all our staff, including management are familiar with our policies and are empowered with the knowledge to identify and navigate potential ethical dilemmas.



### ANTI-BRIBERY AND CORRUPTION

Preventing bribery and corruption within our organization is essential to building trust and mitigating legal, financial and reputational risks whilst fostering a fair business environment. We maintain a zero-tolerance stance on bribery and expect all stakeholders, including business partners, to uphold the same ethical standards. Our anti-corruption programs encompass preventive measures, diligent monitoring, and stringent enforcement actions. Through regular risk assessments, we identify potential areas of concern and take proactive steps to mitigate those risks. As part of our commitment to ethical conduct, we have clearly documented this in our Employee Handbook that is accessible to all employees of Chemsain, with the necessary enhancement of initiatives to tackle bribery and corruption in the pipeline.



## Our Environmental Policy

Chemsain's Environmental Policy was developed based on the views and inputs gathered from our stakeholders. This Policy reflects our unwavering commitment to preserving natural resources, minimizing ecological impact, and championing sustainable development. We continuously integrate environmental considerations into our operations, ensuring our actions align with global sustainability goals.

We adopt a proactive and responsible approach to environmental protection, adhering to stringent compliance standards and fostering innovative solutions that mitigate environmental risks. Guided by the principles of responsibility and accountability, we work closely with stakeholders to promote environmental stewardship and are committed towards continuous learning and improvement.



Chemsain Environmental Sharing & External Stakeholder Seminar in Kuala Lumpur



# Engaging with STAKEHOLDERS

Chemsain acknowledges the diverse array of stakeholder groups that impact and are impacted by our operations. We aim for a comprehensive and inclusive approach to sustainability, prioritizing stakeholder engagement to gather valuable insights and feedback. This commitment ensures that our sustainability initiatives are well-rounded and aligned with the genuine needs and concerns of our stakeholders.



We tailor the frequency of the engagements with our stakeholders to suit the needs of both parties. Check-ins and FGDs are done on a regular, on-going and sometimes scheduled basis to fit our materiality assessment timelines.

Our engagement approach is rooted in the belief that sustainability is a collaborative effort.

By incorporating the voices of diverse stakeholders, we ensure our sustainability initiatives are not just robust, but also reflective of the collective aspirations of our extended community. Our strategy is designed as such so that our sustainability reporting is not just a document but a living testament to our commitment to inclusive and dynamic progress.

## Engagement Approaches

### Focus Group Discussions (FGD)

The cornerstone to every productive engagement is old fashioned, face to face discussions involving various stakeholders. These meetings provide valuable insight to our materiality assessments and allow an interactive mean to deep dive into vital subjects and capture nuances that would be easily overlooked in conventional surveys.

### Surveys

Conventional surveys include physical and online means of obtaining feedback on our material matters. These can hail from survey forms to town halls etc. This method allows for broader reception of feedback, incorporating concerns and views from a larger pool of stakeholders, internal and external.





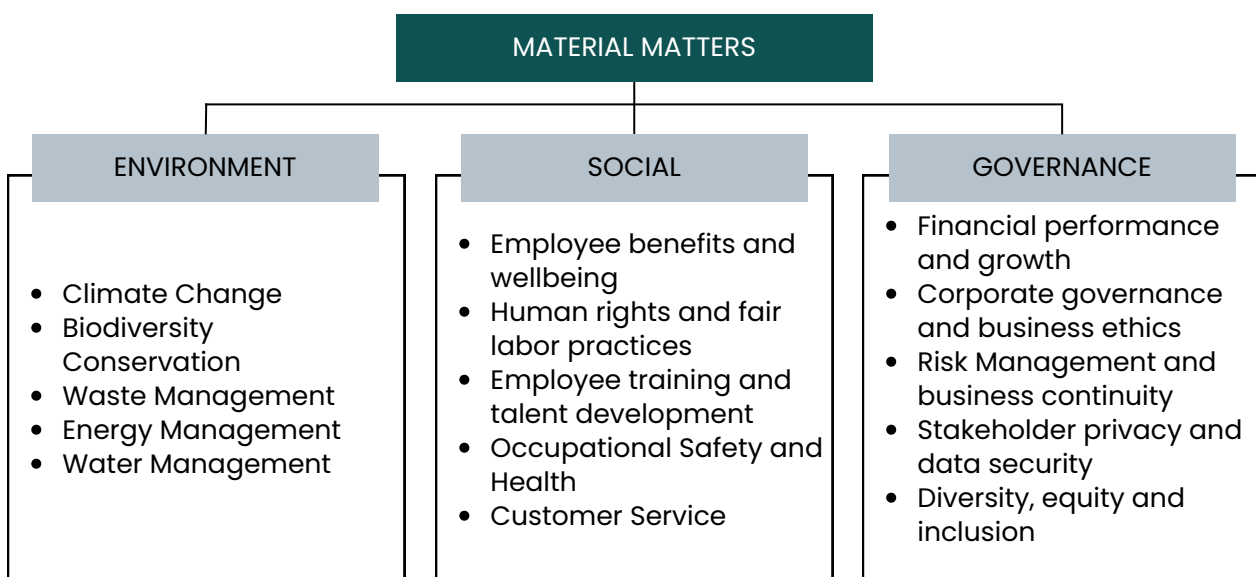
# Key Responses and Concerns

Key Stakeholders	Engagement Platforms	Area of Interest/Concern
Shareholders & Financier	<b>As needed:</b> <ul style="list-style-type: none"> <li>One-on-one</li> <li>Group Meetings</li> </ul> <b>Annually:</b> <ul style="list-style-type: none"> <li>Financial reports</li> <li>Board meetings</li> </ul>	<ul style="list-style-type: none"> <li>Business strategies and future plan</li> <li>Group's overall performance</li> <li>Corporate Governance and Business Ethics</li> <li>Mitigation and adaptation to climate change</li> <li>Waste Management and Recycling</li> </ul>
Government Agencies & Regulators	<b>Ongoing:</b> <ul style="list-style-type: none"> <li>Participation in government and regulatory events</li> </ul> <b>As needed:</b> <ul style="list-style-type: none"> <li>Scheduled meetings</li> </ul>	<ul style="list-style-type: none"> <li>Ecological and biodiversity conservation</li> <li>Waste management and recycling.</li> <li>Climate change</li> <li>Employee welfare</li> <li>Data Security and Privacy</li> </ul>
Customers	<b>Ongoing:</b> <ul style="list-style-type: none"> <li>Website and social media</li> </ul> <b>As needed:</b> <ul style="list-style-type: none"> <li>Annual events</li> </ul>	<ul style="list-style-type: none"> <li>Customer Service and Product Quality</li> <li>Stakeholder Privacy and Data Security</li> <li>Competitive pricing</li> </ul>
Employees	<b>Ongoing:</b> <ul style="list-style-type: none"> <li>Internal communications (e.g.: email)</li> </ul> <b>As needed:</b> <ul style="list-style-type: none"> <li>Team Meetings</li> </ul> <b>Half-Yearly:</b> <ul style="list-style-type: none"> <li>Townhalls</li> </ul> <b>Annually:</b> <ul style="list-style-type: none"> <li>Annual events</li> </ul>	<ul style="list-style-type: none"> <li>Improving benefits</li> <li>Climate Change</li> <li>Biodiversity Conservation</li> <li>Diversity and Inclusion</li> <li>Training and capacity building</li> <li>Career Growth Opportunities</li> </ul>
Suppliers / Contractors	<b>Ongoing:</b> <ul style="list-style-type: none"> <li>Ad-hoc meetings</li> </ul>	<ul style="list-style-type: none"> <li>Mitigation and adaptation to climate change</li> <li>Corporate Governance and Business Ethics</li> </ul>
Community & NGO	<b>Ongoing:</b> <ul style="list-style-type: none"> <li>Annual events</li> </ul>	<ul style="list-style-type: none"> <li>Climate change</li> <li>Biodiversity Conservation</li> </ul>

# Chemsain's MATERIALITY ASSESSMENT

In 2023, our Materiality Assessment exercise was systematically conducted through focus group discussions and surveys, allowing us to identify and prioritize key sustainability-related concerns. Through our general sustainability performance survey, we received a total of **29 responses** out of around 100 internal and external stakeholders.

In response, we have initiated a series of proactive measures to address these critical issues, aligning our operational and strategic decisions with stakeholder expectations.



From the fifteen material sustainability matters identified, **ten** have been classified as high concern and priority for Chemsain.

## Our Actions

In our pursuit towards transitioning into a more sustainable organization, Chemsain continues to adapt and develop new actions and strategies to meet the material issues of our stakeholders.



### The Sarawak Post-Covid Development Strategy 2030 Thrusts



Economic Structure



Ease of Doing Business



Target Spending



Optimise Assets and Human Capital



Digital Extension



Social Inclusivity



Environmental Sustainability

Besides the Sustainable Development Goals (SDGs), Chemsain has also aligned our initiatives towards the Sarawak Government's Sarawak's Post-COVID Development Strategy (PCDS) 2030.



SDGs



PCDS



#### Material Topic

- Climate Change
- Energy Management

## 1 Reducing Carbon Footprint

### 2023 Actions

- Development of carbon and energy saving initiatives.
- Enhancement of internal carbon and energy footprint assessment

### Future Targets

- Further enhance decarbonization and energy management initiatives.
- Develop performance monitoring framework
- Third-party verification of GHG emissions.
- Obtain ISO15001: Energy Management Systems certification.
- Obtain Green Building Certification of Chemsain Headquarter.



# Chemsain's MATERIALITY ASSESSMENT

## Our Actions (Continued)



### SDGs



### PCDS



### Material Topic

- Waste Management
- Water Management
- Climate Change

## 2 Championing Environmental Stewardship

### 2023 Action

- Development of water baseline.
- E-waste collection campaign expansion.
- Improve water management and monitoring.
- Tree Planting Campaign.
- Formulation of Environmental Policy.

### Future Target

- Further development of municipal solid waste baseline by 2024.
- Expand e-waste and tree planting campaigns respectively.
- Obtain ISO14001: Environmental Management Systems Certification.



### SDGs



### PCDS



### Material Topic

- Human Rights and Fair Labour Practise
- Employee Training and Talent Development

## 3 Improving Social Wellbeing

### 2023 Action

- Continued development of Human Rights Policy.
- Monthly staff health checkups.
- Provide enhanced training programs for staff.
- HSE performances are externally audited.

### Future Target

- Develop Human Rights Policy.
- Improve employee benefits and welfare.
- Create more social events and activities for all stakeholders.
- Enhance measurement and monitoring of social welfare of Chemsain's internal stakeholders.
- Create more opportunities for employee training and development.





## 4 Better Governance

### 2023 Actions

- Development of additional performance KPI(s) monitoring.
- Improvement of sustainability governance reporting.

### Future Targets

- Enhance measurement and monitoring of Chemsain's Sustainability Governance.
- Improve assessment of diversity, equity, and inclusion.
- Conduct third-party audit and verification.
- Development of Anti Bribery & Corruption Policy.

#### SDGs



#### PCDS



#### Material Topic

- Financial Performance & Growth
- Corporate Governance & Business Ethics
- Diversity, Equity, & Inclusion



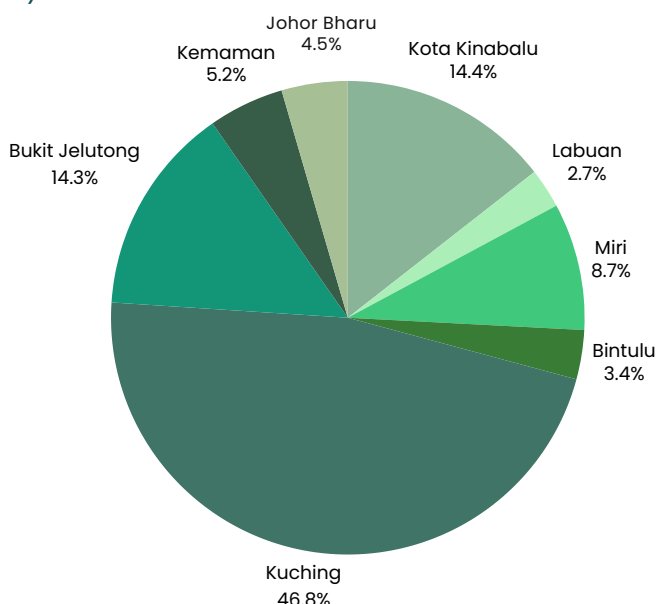
# 1 REDUCING CARBON FOOTPRINT

## Energy Management

### Energy Consumption



### Energy Consumption by office



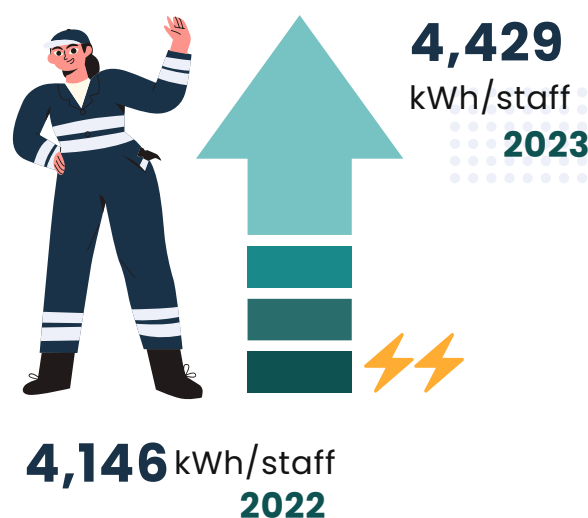
All ten of our offices located throughout Malaysia had a total energy consumption of 1,993,099 kWh. The consumption considers the operation of all aspects of our offices, including lighting, heating, cooling systems, technological infrastructure, and other essential electrical amenities for daily operations.

Our consumption has increased around 8.4% from the previous year. This is due to operational and manpower increasing. Management expects energy consumption to continue on an upward trend in line with operational and manpower growth. We are currently in the process of better understanding our energy consumption to identify opportunities for reduction.

Energy consumption per staff has also increased from 4,146 kWh to 4,429 kWh/person. This metric will be further investigated in future reporting cycles.

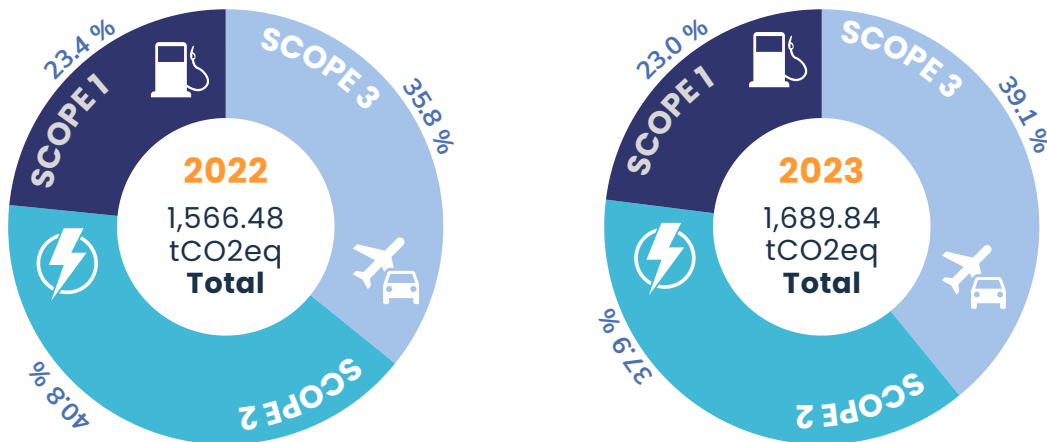
Due to the predominate nature of our businesses being the provision of services, our energy consumption is focused where our staff are based with Kuching, Sarawak currently having the highest headcount and energy consumption across our 10 offices in Malaysia.

### Energy Consumption by staff





## Our GHG Emission



Our greenhouse gas (GHG) emissions have increased by **7.87%** in comparison with our FY2022 emissions. This increase is predominantly from Scope 3 employee commute and business related travel which is associated to the increase in business activities and operations. This is also consistent with the increase in our energy consumption as identified above.

Management is currently exploring opportunities to implement emissions reduction initiatives across our operations to offset the impact of increased manpower and business activities. We have conducted sustainability awareness programs among staff and initiatives such as tree planting to address these challenges. Chemsain aims to further introduce targeted strategies and initiatives to reduce our carbon footprint impact in support of the United Nations SDGs and PCDS 2030.



### SCOPE FOR FY2023

1

**388.16 tCO2eq**

Emissions derived directly from the combustion of diesel and petrol we purchase.

2

**641.38 tCO2eq**

This relates to indirect emissions stemming from the consumption of purchased energy, primarily electricity.

3

**660.3 tCO2eq**

Emissions related to activities not directly controlled by our firm but are integral to our functions, like employee commuting and business-related travel.

# 1 REDUCING CARBON FOOTPRINT

## Combating Climate Change

### Chemsain Forest Restoration Campaign 2023

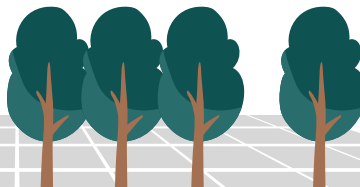
The Chemsain Forest Restoration Campaign 2023 was organized by Chemsain at Sabal Forest Reserve, in collaboration with the Forest Department Sarawak. This initiative was undertaken in support of the federal government's 'Greening Malaysia Program' which targets to plant 100 million trees from 2021 to 2025. From the 100 million trees, Sarawak will plant 35 million trees (in five years) under the 'Greening Sarawak Campaign'.

This activity was also an opportunity for our staff to appreciate the nature surrounding forests and the importance of contributing back to the ecosystem. Our participants planted around 1,000 high-value indigenous saplings, including Belian, Meranti, and Kapur. This will contribute to improve forest management and carbon sequestration for the reduction of GHG emissions.

**300** participants  
**1,000** Trees Planted



**3 - 4 trees  
planted  
per person**

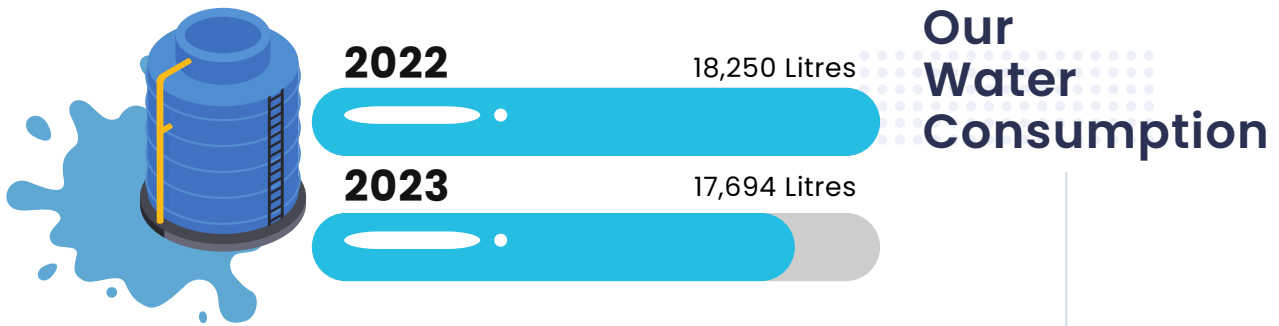


A token of appreciation from the Forest Department of Sarawak in conjunction with the Greening Sarawak Campaign



## Our Water Baseline

Our water conservation efforts has led to a reduction of water usages in our operations from 18,250 liters in 2022 to 17,694 liters in 2023, despite an increase in number of staff and business operations.



**3%** Reduction  
from 2022

An equivalent water  
saved of

**3** full bathtubs

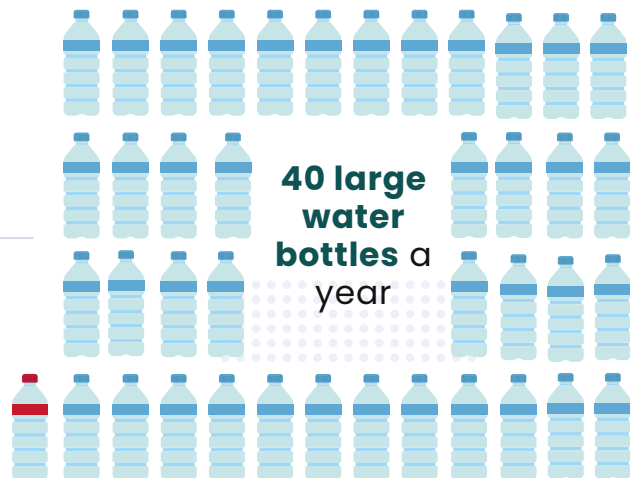


in 2023, our water  
consumption is  
roughly

**40**  
litres  
per  
staff



Through our water conservation efforts, water consumption has reduced by an **average of 1 large water bottle** (approximately 1 liter bottle) per staff as compared with FY2022.





## 2 CHAMPIONING ENVIRONMENTAL STEWARDSHIP

### Innovative Water Conservation

Chemsain has implemented several water conservation and management initiatives including ensuring that our discharged wastewater meets regulatory compliance standards. Another such initiative is our rainwater harvesting system in our Kuching headquarters.

Harvested rainwater is used to supplement potable water through a dual water piping system for toilet flushing, plant watering and general non-contact uses. With the installation of water level sensors in our high capacity tanks, we are able to cut treated water usage by up to 30% in our headquarters.



# 30%

**Reduction** in  
Potable Water  
Usage in our  
Kuching  
Headquarters




Chemsain's water distribution system is monitored by a series of valves and flow meters. Our large water storage tanks are internally equipped with water level sensors to ensure that only up to 20% of the tank is filled with grid water.

## Alleviating Rural Water Shortage



Through our Water Infrastructure Division, we maintain and operate several water treatment plants within Malaysia, providing clean potable water to the underserved rural communities.

Chemsain developed this innovative solution to address severe critical water shortage areas within the local communities we serve. Our plants are custom built to treat the various tropical water sources in Sarawak. Our team works tirelessly to ensure that our plants produce sufficient capacity to meet the needs of our communities.

**Water supplied to**  
 **Over 300,000 People**



*"As the lifeblood of our planet, water reflects the responsibility we carry for its future. True sustainability starts with safeguarding this vital resource."*

**Mohammad Bin Siphon**  
Director-in-Charge of Water Infrastructure Division



## 2 CHAMPIONING ENVIRONMENTAL STEWARDSHIP

### Waste Management (cont.)

#### E-Waste Recycling Campaign with DOE and NREB Sarawak

Kicking off from the success and feedback of our 2022's E-waste campaign, we decided to expand our E-Waste Recycling Campaigns throughout Sarawak for FY2023. This initiative was conducted in collaboration with the Department of Environment (DOE) Sarawak and Natural Resources and Environment Board (NREB) Sarawak. Chemsain is proud to be recognized for our efforts in 2022 and 2023 at the National Environmental Day 2023 held at the Sarawak State Legislative Assembly.

This state-wide initiative sees the collection and recycling of electronic waste from the public, preventing e-waste from entering landfills, in line with waste circular economy principles.



Chemsain receiving a certificate of recognition from DOE and NREB for our E-Waste Recycling Campaign

*"Our project highlights Chemsain's commitment towards Sarawak PCDS2030. We are proud at being recognized by the Department of Environment Malaysia and Natural Resources and Environment Board Sarawak for our efforts."*

**Ir. Brian Chong,**  
Director-in-Charge of Sustainability



Chemsain E-Waste Collection Campaign in Kuching, Sarawak

We successfully collected a total of **10.058 tonnes** of E-Waste

**2023**

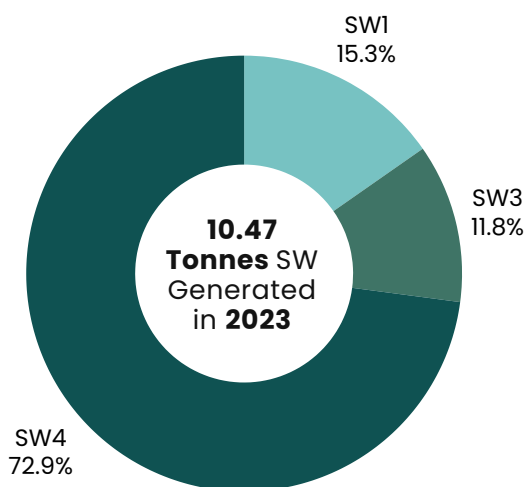
**3.617 tonnes**

**2022**



**6.441 tonnes**



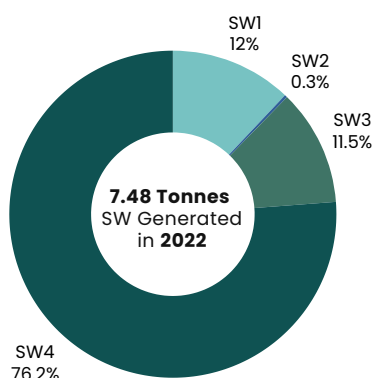


## Waste Management

### Scheduled Waste

Chemsain places strong emphasis to continuously manage, and report our scheduled waste (SW) according to the Department of Environment (DOE) Malaysia's requirements. All scheduled wastes are reported via the eSWIS system. Our scheduled waste is audited yearly by the DOE.

2023 has seen a production of 10.47 tonnes of scheduled waste, a 39.9% increase from the previous year due to an increase in laboratory operations activity.



- SW 1** Metal and metal-bearing wastes
- SW 2** Waste containing principally inorganic constituents which may contain metals and organic constituents
- SW 3** Wastes containing principally organic constituents which may contain metals and inorganic materials
- SW 4** Wastes which contain either inorganic or organic constituents



### Paper Recycling

Chemsain is currently in the midst of reducing our paper usage through the adoption of electronic documentation.

We have a general practice of ensuring both sides of the paper are utilized before disposal. Waste paper is subsequently collected, weighed and recycled at least twice a year depending on the volume of paper usage.



# 3 IMPROVING SOCIAL WELL-BEING

## Employee Benefits, Welfare, Human Rights and Fair Labour Practices

Chemsain is committed to upholding the human rights and fair labour practices of all our members and communities, respect and support the Universal Declaration of Human Rights and treat all employees fairly. We believe in practicing non-discrimination and is committed to offering equality of opportunity to all employees and not to engage in or support discrimination in hiring, compensation, access to training, promotion, termination or retirement based on ethnic and national origin, caste, religion, sex, age, sexual orientation, union membership or political affiliation. Chemsain is currently in the process of developing relevant policy and initiatives to further strengthen our commitment by 2025.

### Health and Employee Welfare

The health and welfare of our employees are of paramount importance. Implemented since 2022, Chemsain provides yearly health monitoring programs for all staff.

For medical coverage, Chemsain provides group personal accident insurance coverage, free medical checkups and other health and welfare benefits within the Chemsain Employee Handbook.



### Sports and Recreation

The Chemsain Sports and Recreation (S&R) Club is managed by Chemsain staff across departments that is elected by all Chemsain employees. The S&R Club is fully supported and funded by Chemsain with our management encouraging active participation in all activities across all our offices.

Our S&R Club regularly organizes sports activities and gatherings to bolster good corporate culture, employee health and mental well-being.







## Sustainable Working Spaces

At Chemsain, our offices and facilities are designed in a way to prioritize open spaces for collaboration and connection, natural lighting, and freedom of movement. Our management actively reviews Chemsain's working conditions for opportunities to create a more pleasant and sustainable work environment.

## Occupational Safety & Health (OSH)

Chemsain has always adopted a proactive approach towards preventing and mitigating accidents and workplace incidences. Being a core value of Chemsain, the following 5 principles drive our OSH department:

### 1) Safety and Health is an Investment, Not a Cost

The general welfare and health of employees is the priority of Chemsain, which is reflected in our expenditure for health monitoring activities and also in our frequent HSE trainings.



Health and Safety Training by the Fire and Rescue Department of Malaysia



### 2) Training and Information for Everyone

OSH information is integrated into all aspects of the work process from board meetings to individual interactions. With regular trainings provided and OSH reminder signages throughout all Chemsain offices and facilities, our staff are aware well aware of the hazards and risks associated with the role they perform minimizing the risk of injuries and mishaps.



# 3 IMPROVING SOCIAL WELL-BEING

## Occupational Safety & Health

(cont.)

### 3) All-Level Commitment

Chemsain envisions a workplace free from incidents and injuries, where safety and health are seamlessly integrated into every aspect of the work process. This is a collective commitment with all levels of the organization, from the directors to the newest and most inexperienced member of the workforce recognising and playing our roles in ensuring OSH in the workplace.



### 5) Blame-Free Work Environment

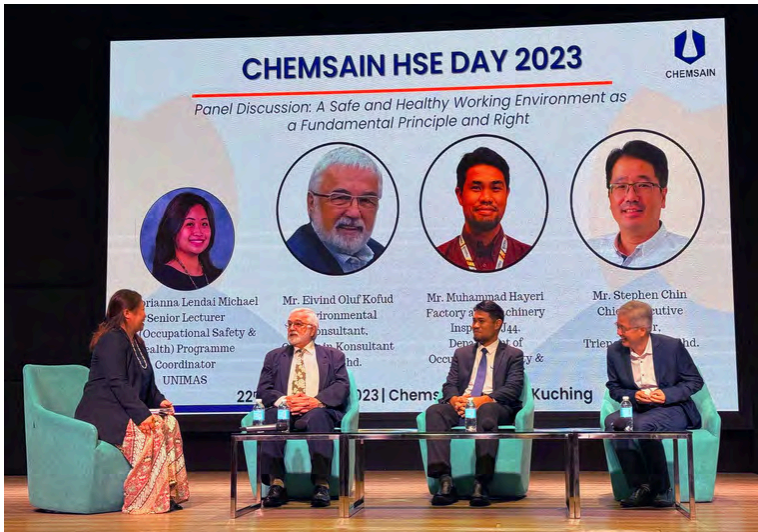
Trust is an essential part of a good safety culture. Everyone is encouraged to realize that incidents are worth reporting up the chain. With this, the management is able to take immediate action without prejudice. It is essential that all staff at all levels are accountable for safety, even if the implications are negative.



### 4) Safety and Health as Continuous Improvement

When safety and health are integrated into every part of our organization, they become an integral component of the continuous improvement process. This approach ensures that resources and time are allocated to identify weaknesses, develop strategies to address them, and enhance overall safety performance of Chemsain.





Panel discussion by representatives from the public, private and educational institution



Warm-Up performance by Chemsain staff at the Chemsain HSE Day 2023

## Chemsain HSE Day 2023

In our efforts to encourage and remind staff of the importance of OSH, Chemsain organised our annual **Chemsain HSE Day** for year 2023.

This year, we emphasized safe and healthy working environment as a fundamental principle and right. The event was held at our Chemsain headquarters with approximately 150 participants, including for the first time, external stakeholders such as regulators and clients.

This half a day event included an opening speech by Dr. John Chan (Executive Director) and Chemsain HSE performance update by Khairil Abel (Senior HSE Manager). There was also a presentation on the Introduction on Corporate Sustainability by Ir. Brian Chong (Chemsain Director-in-Charge of Sustainability) and a panel discussion on "A safe and healthy working environment as a fundamental principle and right" featuring Mr. Stephen Chin (GCEO, Trienekens Sarawak), Mr. Muhammad Hayeri (Factory and Machinery Inspector, DOSH) and Mr. Eivind Oluf Kofod (Environmental Consultant, Chemsain), moderated by Dr. Florianna Lendai Michael (Senior Lecturer, Universiti Malaysia Sarawak).

A **Safe** and **Healthy**  
working  
environment as a  
**Fundamental  
Principle and Right**

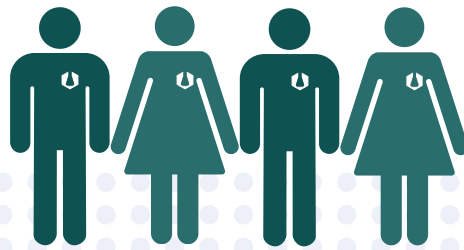


# 3 IMPROVING SOCIAL WELL-BEING



## OSH Audit and Verification

As part of our ongoing commitment to safety and health, Chemsain has yearly health and safety management audits that are conducted internally by our OSH department and by third-party auditors. We are pleased to announce that we have maintained consecutive **VERY GOOD OSH Performance** results for 2023.



### ZERO Cases

Fatal Cases (LTI)  
Major Injury (LTI)  
Minor Injury (Non-LTI)  
Near Miss  
Occupational Poisoning/Disease  
Fire Incidents  
Loss of Primary Containment

### 0.00 Rates

Incident Rate  
Fatality Rate  
Injury Rate



## 990,809

### Total Safe Manhours Worked



## Employee Development and Training

We believe that our employees are our greatest asset. Investing in their growth and development is essential to maintaining our expertise, driving innovation, and delivering excellence to our clients.

Through continuous training, skill-building programs, and professional development opportunities, we empower our team to adapt to evolving industry demands and excel in their roles. This commitment ensures our workforce remain agile, knowledgeable, and equipped to contribute to Chemsain's mission of sustainability and progress.



Occupational Safety and Health Coordinator Training with the Sarawak Business Federation and Sarawak Chamber of Commerce & Industry

Training Types	Description
1 Competency	Indoor Air Quality, IHT I, IHT II, NRA, CHRA, CPESC, CESSWI, CePSWaM, RPO
2 Compliance	Anti-Bribery & Corruption, Anti-Money Laundering Act, Personal Data Protection Act, any regulatory compliance training
3 Examination	Examination of Competency-based Course
4 Products & Services	Customer Service, Products Knowledge / Training
5 Quality	ISO 17025, ISO 9001, ISO 14001
6 Safety	TBOSIET, CA-EBS, OGSP, Basic H2S, PTW, First Aid Training, PPE Training
7 Soft Skills	Presentation, Communication, Problem-Solving, Leadership, Teamwork, Work Ethics
8 Technical Skills	Report-Writing, Data Interpretation, Statistics, EIA Induction Course, Instrumentation Training, Audit & Accounting, Human Resources



Staff Trained  
in **2023**

We have provided **13%**  
more trainings than **2022**

# 3 IMPROVING SOCIAL WELL-BEING

## External Trainings Programs

With close to 40 years of experience and expertise, Chemsain is uniquely positioned to deliver high-quality training and capacity-building services to our clients. We are committed to sharing knowledge and nurturing local talent, recognizing that these efforts drive economic development and foster the growth of local businesses, including our own.

Our Training and Capacity Building department is a registered provider with the Human Resource Development Corporation (HRD Corp), Malaysia's Ministry of Finance, the Department of Occupational Safety and Health (DOSH), and the Civil Aviation Authority of Malaysia (CAAM). These accreditations enable us to offer a diverse range of training programs, from compliance and technical courses to soft skills and awareness workshops, tailored to meet the evolving needs of our clients and stakeholders.



Participants of the Sarawak Sustainability (ESG) Training Program 2023



### Sarawak Sustainability (ESG) Accelerator Program 2023

Chemsain, in collaboration with Sunway University, successfully developed and delivered our inaugural sustainability training program, attended by approximately 40 participants from various public and private sector organizations across Malaysia.

This comprehensive three-day program was designed to accelerate the adoption of sustainability practices within organizations. It also provided participants with an in-depth understanding of the implications of Bank Negara Malaysia's Climate Change and Principles-based Taxonomy (CCPT) for organizations.

Key outcomes of the program included enhancing participants' capabilities to integrate sustainability into business objectives, develop effective sustainability strategies, and report on environmental datasets, ensuring alignment with evolving regulatory and market demands.





## Drone Remote Pilot Certificate of Competency Training

Chemsain is proud to deliver the first **Certified Drone Remote Pilot Course** endorsed by CAAM in Sarawak together with our partner Drone Academy Asia. The Forest Department Sarawak was the first organisation sending around 20 staff to undertake this competency course to optimize their business operations.

This certificate ensures the safety of Malaysian airspace, and that all personnel involved in drone operations meet the standards, requirements and procedures to be Competent Remote Pilots. This 5-day comprehensive course includes in-depth modules to develop a remote pilot's awareness of their responsibilities in using the Malaysian Airspace. Trainees will need to complete a standardised theoretical exam with a passing mark of 75% and a stringent practical in-field assessment for pre-flight, in-flight and post-flight evaluation to be awarded the Certificate of Competency.



Mohammad Siphon (Chemsain Director) presenting the certificate for CAAM Remote Pilot Competency to Datu Hj Hamden (Director of Forest Sarawak)



Participants of the drone competency training undergoing classroom sessions



# 4 BETTER GOVERNANCE

Chemsain's commitment to good governance ensures transparency, accountability, and responsible growth while addressing environmental and social challenges. Guided by global best practises and regulatory trends, we uphold high ethical standards to protect stakeholder interests and align with regulatory requirements. Our governance practices, endorsed by the Board, are reviewed regularly with the aim to foster a strong compliance culture across all operations, ensuring ethical practices are embedded throughout the organization.

**In 2023 our sustainability action plan was graded "Excellent" by the United Nations Global Compact.**

## Financial Performance and Growth

Chemsain recognizes that operating a diversified business with different operational and financial needs requires high governance standards. Our company is committed to growing our financial performance with consistent and growing profitability for close to 30 years and expansion into new business areas such as water infrastructure and sustainability consulting within the past 10 years. Our management acknowledges the importance of financial stability and prudence to meet all our stakeholders' expectations.

Chemsain has a strong and robust balance sheet and cashflow for our operational and expansionary plans. We actively manage our capital structure with a prudent debt-to-equity ratio. From FY 2022 to FY 2023, our gross debt-to-equity ratio has decreased from 0.70 to 0.58. This gives us scope to support further business growth plans. In the Financial Year 2023, Chemsain maintained healthy net profit levels and margins. This is notwithstanding the persistent inflationary cost environment during the financial year.



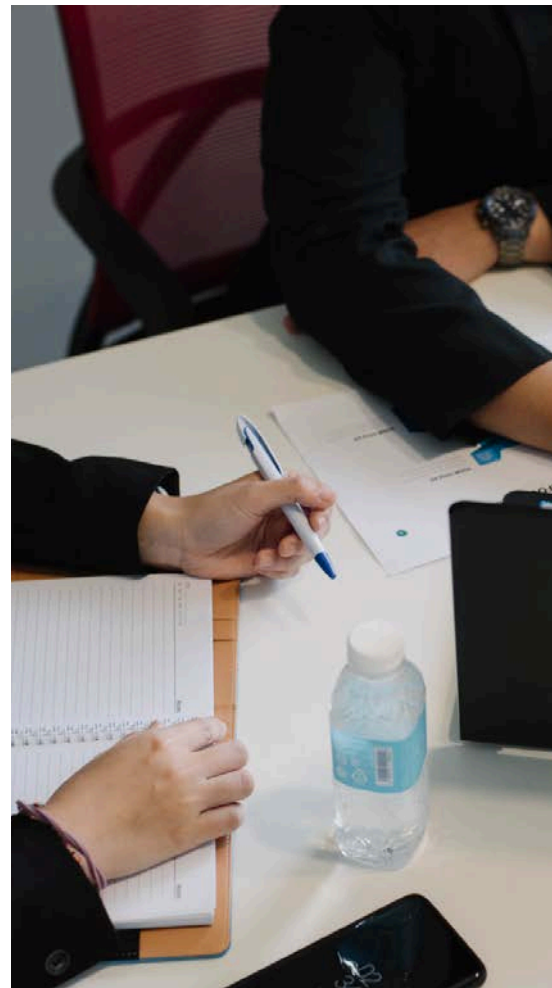
Our management exercises caution when considering long term business goals to ensure sufficient liquidity (i.e. cash and available credit facilities) to meet core funding needs, including growth requirements. We invest in enhancing our sustainability practises and operational efficiencies through technological improvements and digital transformation to build business resiliency and to fortify our financial performance.

## Corporate Governance

Chemsain recognizes the importance of maintaining adequate corporate governance practices within our organization and devotes considerable effort to adopt relevant best practices. Good corporate governance is crucial to sustain Chemsain in the long-term through the ever changing regulatory and market environment. The Board of Directors ("the Board") views corporate governance as an integral part of Chemsain's business strategy.

We are fully committed to adhering to all applicable tax laws and regulations in Malaysia and makes disclosure obligations in accordance with relevant tax laws and regulations. We maintain transparent and collaborative relationship with relevant tax authorities with timely and complete information/responses furnished to relevant authorities whenever it is required.

With the recent development of our internal Sustainability Governance structure, we have placed greater emphasis on Chemsain's sustainability transition process. The Board will continuously evaluate the status of Chemsain's corporate governance practices and procedures with a view to adopting and implementing the best practices insofar as they are relevant to Chemsain, while considering the nature of our businesses and the size of its business operations. Our management intend to have our key sustainability internal processes and initiatives reviewed externally by FY2028.



Working visit by the Department of Environment Malaysia led by YBrs. Dr. Norhazni (Deputy Director of DOE Malaysia) to Chemsain's lab facility in Shah Alam, Selangor

# 4 BETTER GOVERNANCE

Sustainability is a shared responsibility requiring collective action and meaningful collaboration. Our commitment extends beyond delivering professional services to actively engaging with communities, fostering environmental stewardship, and forming strategic partnerships that amplify our impact. Through these efforts, we aim to create a sustainable future where economic growth, environmental preservation, and social well-being coexist harmoniously.

## Collaborations & Partnership

The increasing demand for robust sustainability compliance and practices has prompted greater collaboration among industry players to enhance governance and operational efficiency. Chemsain acknowledges that achieving impactful and lasting outcomes requires a collective approach. Strategic partnerships and collaboration are pivotal in fostering good governance, facilitating the exchange of best practices and expertise, and driving innovation to address complex environmental, social, and economic challenges.

In 2023, Chemsain established partnerships with various organizations across the private and public sectors to support a wide range of sustainability initiatives. A key collaboration was with Sunway University, one of Malaysia's leading private universities, to accelerate the adoption of sustainable practices nationwide. This partnership has delivered impactful outcomes, including the development of the Sustainability Accelerator Program and the facilitation of knowledge-sharing platforms, reinforcing our commitment to advancing sustainable development through meaningful and strategic alliances.



MOU Signing Ceremony between Chemsain HRD and Sunway University, witnessed by YB Dato Sri Prof. Dr. Sim Kui Hian, Deputy Premier of Sarawak



Chemsain visit to Sunway University in Selangor



## Public Outreach & Knowledge Sharing

Knowledge sharing and public outreach are integral to our commitment to transparency, accountability, and stakeholder engagement. By openly sharing our expertise and fostering meaningful dialogue, we build trust with stakeholders, improve decision-making processes, and cultivate a culture of inclusivity and responsibility. These efforts are powerful tools to educate, raise awareness, and contribute to stronger governance frameworks.

A notable example of this commitment is the inaugural launch of the Sarawak Sustainability Accelerator Program, jointly organized by Chemsain and Sunway University. This program served as a critical outreach platform, engaging approximately 200 stakeholders from the private, public, and non-profit sectors to deepen their understanding of Sarawak's vision for a green economy. The event highlighted the role of the newly established Ministry of Energy and Environmental Sustainability Sarawak and the importance of financial institutions in facilitating sustainability transitions under Bank Negara Malaysia's regulatory frameworks. The program concluded with a celebration of local culture, featuring a performance by a traditional *sape* musician and a networking lunch, fostering connections and shared purpose among participants.



Program Officiated by the Deputy Minister for Energy and Environmental Sustainability Sarawak, YB Dr. Hj Hazland Bin Abang Hj Hipni



Ministerial discussion on Sarawak's Sustainability Agenda between Ir. Brian Chong and YB Dr. Hj Hazland



Panel discussion between bank representatives and Sunway on sustainability implementation in companies

# 4 BETTER GOVERNANCE

## Private & Public Engagements

Engagements are critical to Chemsain as they foster meaningful connections with stakeholders, enabling us to align our sustainability initiatives with their needs and expectations. By actively engaging with employees, clients, communities, and partners, we create a platform for dialogue, collaboration, and feedback.

This strengthens trust, drives innovation, and ensures our strategies are inclusive and impactful. Engagements also enhance our adaptability, allowing us to anticipate and respond to emerging challenges, ultimately reinforcing our position as a responsible and forward-thinking organization committed to sustainable growth.

At Chemsain, we have structured and unstructured engagements to cater to the needs of our stakeholders. Engagements with the public sector are on a formal basis with such meetings usually preplanned. Besides that, we also have engagements with external private sector stakeholders through various mean such as direct engagement or through conferences and events.



Engagement with the Deputy Minister for Energy and Environmental Sustainability Sarawak



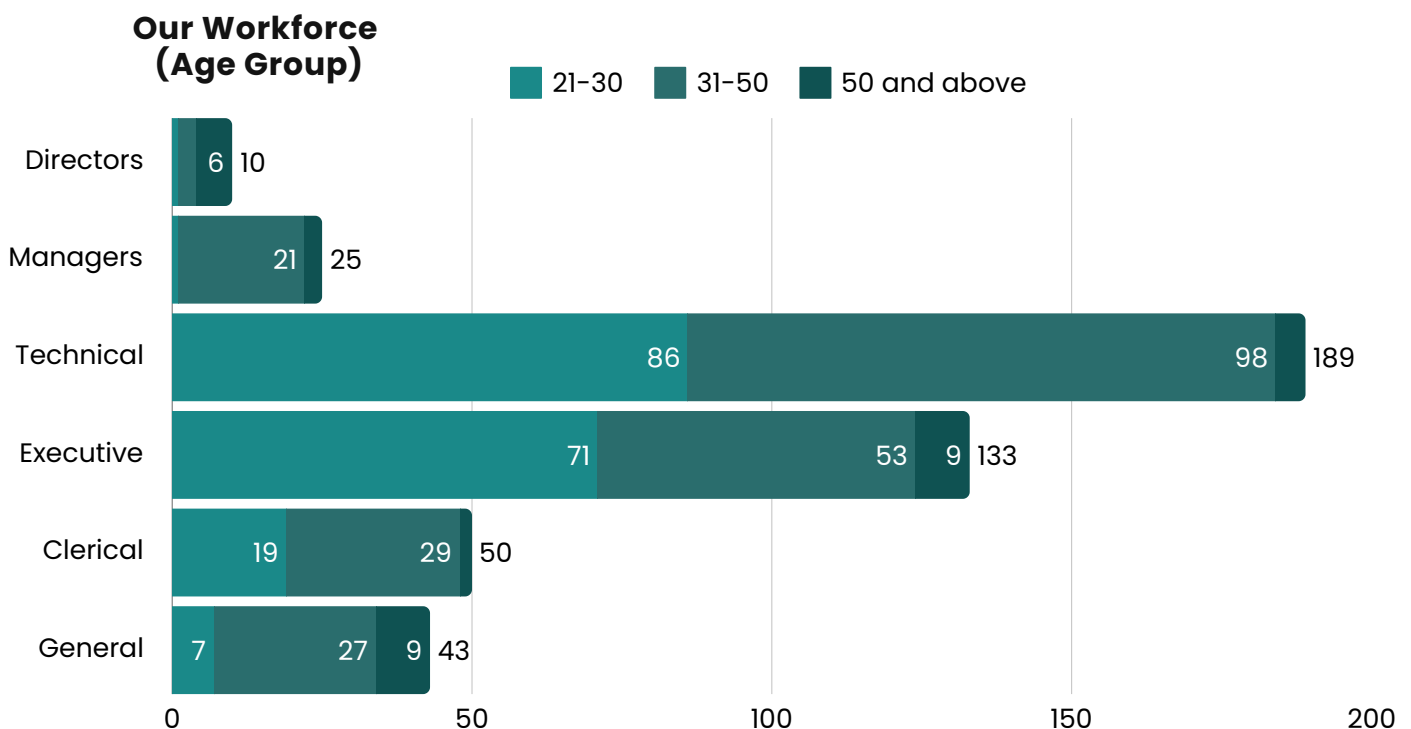
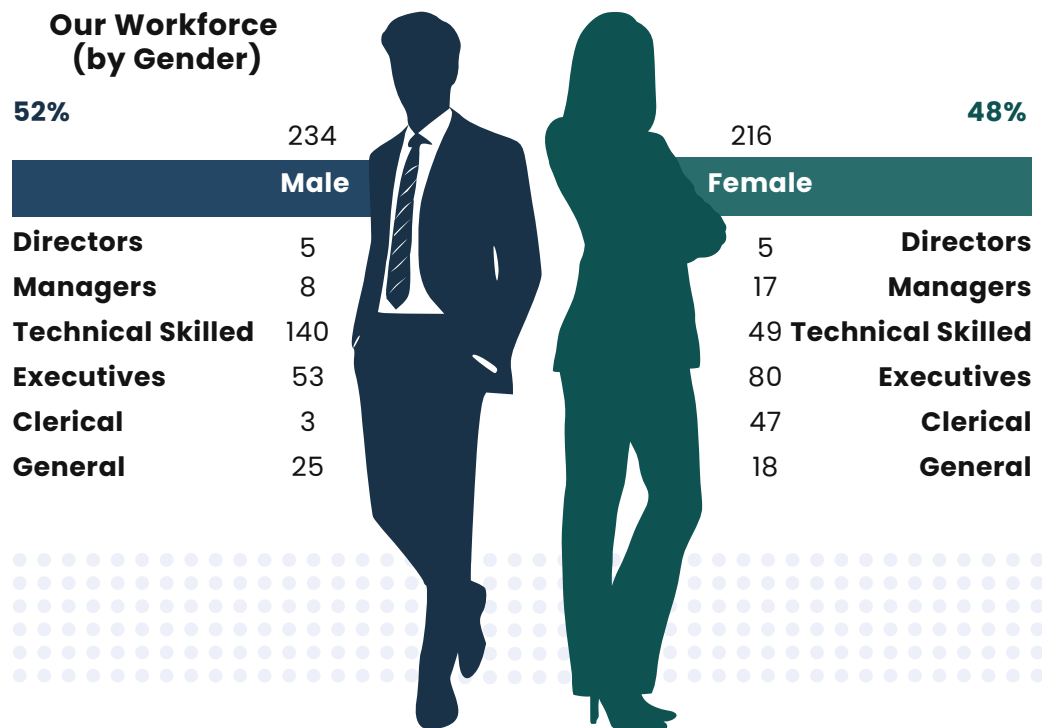
Working visit by the Marubeni Corporation to Chemsain Headquarter



Chemsain represented by Ms Lina Chan (Director) engaging with delegates from the 12th China-SEAN Mining Cooperation Forum & Exhibition in Nanning Guangxi, China

## Diversity, Equity, and Inclusion

Chemsain's commitment to diversity, equity and inclusion (DEI) is reflected in our workforce. We currently have a total of 450 dedicated employees (2022: 441 employees) spread throughout Malaysia with a near 50-50 split between male and female staff and the median staff age of between 31 - 50 years of age.





## DISCLAIMER:

The information in this Statement, which does not purport to be comprehensive, has been provided by Chemsain and has not been independently verified. While the Statement has been prepared in good faith, no representation, warranty, assurance or undertaking (express or implied) is or will be made, and no responsibility or liability is or will be accepted by Chemsain or by affiliates, officers, employees or agents in relation to the adequacy, accuracy, completeness or fairness of the information and opinions in this Statement, or of any other information (whether written or oral), notice or document supplied or otherwise made available to any interested party or its advisers in connection with the Projects. All and any such responsibility and liability is expressly disclaimed to the extent permitted by law.

In particular, but without prejudice to the generality of the foregoing, no representation, warranty, assurance or undertaking is given as to the achievement or reasonableness of any future projections, management estimates, prospects or returns contained in this Statement, or in such other information, notice or document.

The recipient acknowledges and agrees that no person has, nor is held out as having, any authority to give any statement, warranty, representation, assurance or undertaking on behalf of Chemsain in connection with the Statement.

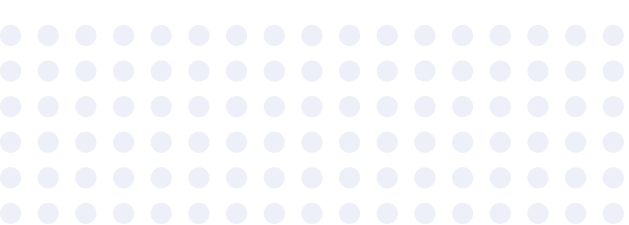
This Statement contains forward-looking statements that involve risks and uncertainties, and actual results and developments may differ materially from those expressed or implied by these statements due to a variety of factors. These forward-looking statements speak only as at the date of this Statement. In addition, all projections, valuations, and statistical analyses provided in this Statement may be based on subjective assessments and assumptions and may use alternative methodologies that produce different results and should not be relied upon as an accurate prediction of future performance. Except as required by applicable law or regulation Chemsain does not undertake any obligation to update or revise any forward-looking or other statements, whether as a result of new information, future developments or otherwise.



# APPENDIX

**01** Chemsain's UNGC  
Assessment Rubric

**02** Chemsain's  
GRI Index





# UNGC ASSESSMENT RUBRICS

## PARTICIPANT ASSESSMENT RUBRICS

Organization : Chemsain Konsultant Sdn Bhd

COMPONENTS	RUBRICS	FAIR	GOOD	EXCELLENT	ASSESSOR'S NOTES/RECOMMENDATIONS
Sustainability Business Purpose	Demonstrates an understanding of the organization's current and aspired sustainability business purpose.			√	
	Provides a clear assessment of the organization's impacts on the 3 capitals			√	
Material Assessment	Demonstrates an understanding of the organization's stakeholders and their significance			√	
	Provides the significance and prioritization of material issues based on the 8 indicators.			√	
Sustainability Objectives	Identification of the organization's sustainability objectives for environmental, social, and governance topics.			√	
	Alignment of sustainability objectives to organization's business objectives.			√	
Sustainability Business Model	Demonstrates an understanding of the organization's Sustainability Business Model Canvas			√	
	Demonstrates the integration of sustainability into the key components of the organization's business model.			√	
Activities	Identification of the activities that drive the organization's sustainable action plan.			√	
Enablers	Demonstrates an understanding of the underlying resources and capabilities that allow the organization to support its sustainability related activities and its sustainable action plan.			√	
	Identification of current gaps in sustainability performance and support required.			√	
Reflections	Reflects on personal insights and key takeaways from the lessons learned during program.			√	
OVERALL SCORE				√	

"FAIR": Meets minimum requirements

"GOOD": Meets expectations

"EXCELLENT": Demonstrates competency

Date : 15 May 2023

Assessor : Dr. Sham Razak

# GRI CONTENT INDEX

<b>Statement of use</b>	Chemsain Konsultant Sdn Bhd has reported the information cited in this GRI content index for the period 01 January 2023 to 31 December 2023 with reference to the GRI Standards.
<b>GRI 1 used</b>	GRI 1: Foundation 2021

GRI STANDARD	DISCLOSURE	LOCATION
<b>GRI 2: General Disclosures 2021</b>	2-1 Organizational details	Pg. 3, 4, 5
	2-2 Entities included in the organization's sustainability reporting	NA
	2-3 Reporting period, frequency and contact point	Pg. 2
	2-4 Restatements of information	NA
	2-5 External assurance	N/A
	2-6 Activities, value chain and other business relationships	Pg. 3, 4, 9
	2-7 Employees	Pg. 22
	2-8 Workers who are not employees	NA
	2-9 Governance structure and composition	Pg. 6
	2-10 Nomination and selection of the highest governance body	N/A
	2-11 Chair of the highest governance body	N/A
	2-12 Role of the highest governance body in overseeing the management of impacts	Pg. 6
	2-13 Delegation of responsibility for managing impacts	Pg. 6
	2-14 Role of the highest governance body in sustainability reporting	Pg. 6
	2-15 Conflicts of interest	N/A
	2-16 Communication of critical concerns	N/A
	2-17 Collective knowledge of the highest governance body	N/A
	2-18 Evaluation of the performance of the highest governance body	N/A
	2-19 Remuneration policies	N/A
	2-20 Process to determine remuneration	N/A
	2-21 Annual total compensation ratio	N/A
	2-22 Statement on sustainable development strategy	N/A
	2-23 Policy commitments	Pg. 7, 8
	2-24 Embedding policy commitments	Pg. 7, 8
	2-25 Processes to remediate negative impacts	N/A



	2-26 Mechanisms for seeking advice and raising concerns	N/A
	2-27 Compliance with laws and regulations	Pg. 22
	2-28 Membership associations	Pg. 4
	2-29 Approach to stakeholder engagement	Pg. 9
	2-30 Collective bargaining agreements	N/A
<b>GRI 3: Material Topics 2021</b>	3-1 Process to determine material topics	Pg. 11, 12, 13, 14
	3-2 List of material topics	Pg. 11, 12, 13, 14
	3-3 Management of material topics	Pg. 12, 13, 14
<b>GRI 201: Economic Performance 2016</b>	201-1 Direct economic value generated and distributed	N/A
	201-2 Financial implications and other risks and opportunities due to climate change	N/A
	201-3 Defined benefit plan obligations and other retirement plans	N/A
	201-4 Financial assistance received from government	N/A
<b>GRI 202: Market Presence 2016</b>	202-1 Ratios of standard entry level wage by gender compared to local minimum wage	N/A
	202-2 Proportion of senior management hired from the local community	N/A
<b>GRI 203: Indirect Economic Impacts 2016</b>	203-1 Infrastructure investments and services supported	N/A
	203-2 Significant indirect economic impacts	N/A
<b>GRI 204: Procurement Practices 2016</b>	204-1 Proportion of spending on local suppliers	N/A
<b>GRI 205: Anti-corruption 2016</b>	205-1 Operations assessed for risks related to corruption	N/A
	205-2 Communication and training about anti-corruption policies and procedures	N/A
	205-3 Confirmed incidents of corruption and actions taken	N/A
<b>GRI 206: Anti-competitive Behavior 2016</b>	206-1 Legal actions for anti-competitive behaviour, anti-trust, and monopoly practices	N/A
<b>GRI 207: Tax 2019</b>	207-1 Approach to tax	Pg. 32
	207-2 Tax governance, control, and risk management	Pg. 32
	207-3 Stakeholder engagement and management of concerns related to tax	Pg. 32
	207-4 Country-by-country reporting	NA
<b>GRI 301: Materials 2016</b>	301-1 Materials used by weight or volume	N/A
	301-2 Recycled input materials used	N/A
	301-3 Reclaimed products and their packaging materials	N/A

<b>GRI 302: Energy 2016</b>	302-1 Energy consumption within the organization	Pg. 15
	302-2 Energy consumption outside of the organization	N/A
	302-3 Energy intensity	Pg. 15
	302-4 Reduction of energy consumption	Pg. 15, 16
	302-5 Reductions in energy requirements of products and services	Pg. 15, 16
<b>GRI 303: Water and Effluents 2018</b>	303-1 Interactions with water as a shared resource	Pg. 18
	303-2 Management of water discharge-related impacts	N/A
	303-3 Water withdrawal	N/A
	303-4 Water discharge	N/A
	303-5 Water consumption	Pg. 18
<b>GRI 304: Biodiversity 2016</b>	304-1 Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas	N/A
	304-2 Significant impacts of activities, products and services on biodiversity	Pg. 17
	304-3 Habitats protected or restored	Pg. 17
	304-4 IUCN Red List species and national conservation list species with habitats in areas affected by operations	N/A
<b>GRI 305: Emissions 2016</b>	305-1 Direct (Scope 1) GHG emissions	Pg. 16
	305-2 Energy indirect (Scope 2) GHG emissions	Pg. 16
	305-3 Other indirect (Scope 3) GHG emissions	Pg. 16
	305-4 GHG emissions intensity	N/A
	305-5 Reduction of GHG emissions	Pg. 17
	305-6 Emissions of ozone-depleting substances (ODS)	N/A
	305-7 Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions	N/A
<b>GRI 306: Waste 2020</b>	306-1 Waste generation and significant waste-related impacts	Pg. 21
	306-2 Management of significant waste-related impacts	Pg. 22
	306-3 Waste generated	Pg. 22
	306-4 Waste diverted from disposal	Pg. 21
	306-5 Waste directed to disposal	N/A
<b>GRI 308: Supplier Environmental Assessment 2016</b>	308-1 New suppliers that were screened using environmental criteria	N/A
	308-2 Negative environmental impacts in the supply chain and actions taken	N/A
<b>GRI 401: Employment 2016</b>	401-1 New employee hires and employee turnover	N/A
	401-2 Benefits provided to full-time employees that are not provided to temporary or part-time employees	N/A

	401-3 Parental leave	N/A
<b>GRI 402: Labor/Management Relations 2016</b>	402-1 Minimum notice periods regarding operational changes	N/A
<b>GRI 403: Occupational Health and Safety 2018</b>	403-1 Occupational health and safety management system	Pg. 24, 25,
	403-2 Hazard identification, risk assessment, and incident investigation	N/A
	403-3 Occupational health services	N/A
	403-4 Worker participation, consultation, and communication on occupational health and safety	N/A
	403-5 Worker training on occupational health and safety	Pg. 24
	403-6 Promotion of worker health	Pg. 23, 24, 25, 27, 28
	403-7 Prevention and mitigation of occupational health and safety impacts directly linked by business relationships	N/A
	403-8 Workers covered by an occupational health and safety management system	Pg. 24, 25
	403-9 Work-related injuries	Pg. 27
	403-10 Work-related ill health	N/A
<b>GRI 404: Training and Education 2016</b>	404-1 Average hours of training per year per employee	N/A
	404-2 Programs for upgrading employee skills and transition assistance programs	Pg. 28, 29
	404-3 Percentage of employees receiving regular performance and career development reviews	N/A
<b>GRI 405: Diversity and Equal Opportunity 2016</b>	405-1 Diversity of governance bodies and employees	Pg. 35, 36
	405-2 Ratio of basic salary and remuneration of women to men	N/A
<b>GRI 406: Non-discrimination 2016</b>	406-1 Incidents of discrimination and corrective actions taken	N/A
<b>GRI 407: Freedom of Association and Collective Bargaining 2016</b>	407-1 Operations and suppliers in which the right to freedom of association and collective bargaining may be at risk	N/A
<b>GRI 408: Child Labor 2016</b>	408-1 Operations and suppliers at significant risk for incidents of child labor	N/A
<b>GRI 409: Forced or Compulsory Labor 2016</b>	409-1 Operations and suppliers at significant risk for incidents of forced or compulsory labor	N/A
<b>GRI 410: Security Practices 2016</b>	410-1 Security personnel trained in human rights policies or procedures	N/A



<b>GRI 411: Rights of Indigenous Peoples 2016</b>	411-1 Incidents of violations involving rights of indigenous peoples	N/A
<b>GRI 413: Local Communities 2016</b>	413-1 Operations with local community engagement, impact assessments, and development programs	N/A
	413-2 Operations with significant actual and potential negative impacts on local communities	N/A
<b>GRI 414: Supplier Social Assessment 2016</b>	414-1 New suppliers that were screened using social criteria	N/A
	414-2 Negative social impacts in the supply chain and actions taken	N/A
<b>GRI 415: Public Policy 2016</b>	415-1 Political contributions	N/A
<b>GRI 416: Customer Health and Safety 2016</b>	416-1 Assessment of the health and safety impacts of product and service categories	N/A
	416-2 Incidents of non-compliance concerning the health and safety impacts of products and services	N/A
<b>GRI 417: Marketing and Labeling 2016</b>	417-1 Requirements for product and service information and labeling	N/A
	417-2 Incidents of non-compliance concerning product and service information and labeling	N/A
	417-3 Incidents of non-compliance concerning marketing communications	N/A
<b>GRI 418: Customer Privacy 2016</b>	418-1 Substantiated complaints concerning breaches of customer privacy and losses of customer data	N/A

#### ABBREVIATIONS

NA	–	Not Applicable
N/A	–	Not Available
Pg.	–	Page





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